Courses in Carlingford, Chatswood, Ryde, Hawkesbury and surrounding suburbs or distance learning available

FEBRUARY
MARCH
APRIL

ENROL VIA WEB OR CALL 8845 8888

Business Training
Community Services
IT/Computer Training
English Language
Leisure Lifestyle

www.macquarie.nsw.edu.au
Welcome to MCC Macquarie Community College & Business Training Centre

A leading provider of adult education since 1950

MCC Macquarie Community College together with Macquarie Business Training Centre, offers a wide range of courses within an innovative and professional environment, at locations throughout the Northern and Western suburbs of Sydney.

The original purpose of MCC Macquarie was to assist individuals to realize their potential and that purpose is still the focus of the College today. The name, MCC Macquarie, is synonymous with affordable, quality education, a strong commitment to the community it serves, continuous improvement and delivery of excellence in our service and programs.

Become a Member of the College

You are welcome to apply for membership of Macquarie Community College, a public company limited by guarantee.

Membership is just $10 per annum and provides tangible support for the College. Membership is different to being enrolled as a student. It entitles you to attend and vote at general meetings of the members of the College.

To apply simply go to our website www.macquarie.nsw.edu.au/college membership & download the Confidential Membership Application Form.

Once your application is received it will be considered at the next meeting of the Board of Directors of the College. If your membership is accepted, you will receive written notice of this and a request to pay the membership fee. Upon receipt of that payment your membership will take effect.

Please note that by signing your application form, you agree to always act in good faith and in the best interests of the College.

MCC Macquarie acknowledges the support of the NSW Department of Education & Communities (DEC).

TERM 1
Most classes will commence from Monday 10th February 2014

TERM 2
Most classes will commence from Monday 28th April 2014

Why choose Macquarie Community College?

Adult education is important for economic, social and cultural development within a community. Our short courses help you gain new skills and interests and develop friendships at a time that fits in around your personal and professional commitments.

Anyone aged 15 years and over can enrol in one of our courses. Some courses do require students to have previous knowledge or experience. All these details are included in our online course information.

To help avoid disappointment, we recommend enrolling a minimum of 5 days prior to the start date of a class. All classes need a minimum number of students enrolled before going ahead.

For certain courses, manuals and handouts will be provided and some require specific equipment, ingredients and dress code. A list of what is required for a course can be found on the College website and students will also be advised of requirements when enrolling.
Contents

For more course information or to join our waitlist please visit www.macquarie.nsw.edu.au

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Our Summer 2014 catalogue covers all of the locations where MCC Macquarie provides courses. Courses listed in the catalogue are a sample of all courses which are shown on our website.

<table>
<thead>
<tr>
<th>Venue</th>
<th>Railway Station</th>
<th>Bus</th>
<th>Car Parking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlingford</td>
<td></td>
<td>✓</td>
<td>✓ Free on-site, or on street</td>
</tr>
<tr>
<td>Chatswood</td>
<td></td>
<td>✓</td>
<td>✓ Metered on street or paid car parks</td>
</tr>
<tr>
<td>Blacktown</td>
<td></td>
<td>✓</td>
<td>✓ Limited</td>
</tr>
<tr>
<td>UWS Campus @Hawkesbury</td>
<td>✓</td>
<td>✓</td>
<td>✓ Request permit from MCC Office</td>
</tr>
</tbody>
</table>

Transport options for main venues:
For more information about public transport see www.transportnsw.info

Location Map of Main Venues

Key:  
- Hawkesbury area
- Blacktown area
- Carlingford area
- Chatswood area

Not to Scale

Please enrol at least 5 days prior to course commencement date | More information about courses available online
Macquarie Business Training Centre (MBTC) provides a unique approach in its delivery of training and assessment. We take pride in delivering quality service in a nurturing and caring environment to support all participants.

**Accredited Training**

We provide nationally recognized courses and qualifications. We offer a broad range of courses from Certificate II to Advanced Diploma within Business, Management and Community Services orientated disciplines.

**Motivated and Skilled Trainers**

Our trainers and assessors have Nationally Recognised Qualifications, a wealth of industry experience and are passionate about what they do. Our trainers customise their training to meet your individual needs. Training materials are regularly updated and we provide interactive sessions and an environment conducive to learning.

**Flexible Class Sizes**

With a small minimum number of participants in our classes, each student receives more individual attention from their trainer. Smaller, more flexible groups encourage great class discussions and facilitate valuable rapport amongst students.

**Tailored Programs, Choice of Location and Delivery Mode**

MBTC can provide participants with the option of studying at one of our local campuses in Chatswood, Carlingford, Hawkesbury and Blacktown or, we can come to you and train your employees in the workplace.

We offer blended learning delivery modes from face to face, to distance/online which are all structured to meet actual individual and workplace requirements. For employers, we have the flexibility to quickly respond to your needs in terms of customized resources and delivery of training in your workplace.

**Recognition of Prior Learning**

Existing skills and knowledge can be formalized into a qualification.

We have a practical interview process to assess a participant’s relevant work and life experiences, supported by applicable documents.

We provide positive support to participants via Recognition of Prior Learning in accordance with national standards and requirements.

---

**Upskill your staff at no cost to you!**

Our Traineeship program creates effective and qualified team members. The program delivers results through the combination of work and structured training. As an employer you may be eligible for up to $3,000 government funding per trainee if you partner with Macquarie Business Training Centre. Essential criteria, terms and conditions apply.

We will work with you to develop a specialized training program for your trainees. Let us work with you to build your business and workforce.

---

For a full list of all our classes visit www.mbtc.nsw.edu.au or call us on 1300 27 56 28

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Business & WorkSkills

The following tables show our broad selection of nationally accredited training courses which we deliver through our Registered Training Organisation certification. For full details about these qualifications please visit our website or contact us.

1300 27 56 28 Email: info@mbtc.nsw.edu.au  www.mbtc.nsw.edu.au

### Business Training

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSB20112</td>
<td>Certificate II in Business</td>
<td>12</td>
<td>$1,490</td>
</tr>
<tr>
<td>BSB30407</td>
<td>Certificate III in Business Administration</td>
<td>13</td>
<td>$1,790</td>
</tr>
<tr>
<td>BSB40407</td>
<td>Certificate IV Small Business Management</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB40507</td>
<td>Certificate IV in Business Administration</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB40812</td>
<td>Certificate IV in Frontline Management</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB41013</td>
<td>Certificate IV in Human Resources</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB41307</td>
<td>Certificate IV in Marketing</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB41513</td>
<td>Certificate IV in Project Management</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB50613</td>
<td>Diploma of Human Resources Management</td>
<td>8</td>
<td>$2,250</td>
</tr>
<tr>
<td>BSB51107</td>
<td>Diploma of Management</td>
<td>8</td>
<td>$2,250</td>
</tr>
<tr>
<td>BSB51207</td>
<td>Diploma of Marketing</td>
<td>8</td>
<td>$2,250</td>
</tr>
<tr>
<td>BSB60407</td>
<td>Advanced Diploma of Management</td>
<td>8</td>
<td>$2,650</td>
</tr>
</tbody>
</table>

### Community Services

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSK10113</td>
<td>Certificate I in Skills for Vocational Pathways</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>FSK10213</td>
<td>Certificate I in Access to Vocational Pathways</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>FSK20113</td>
<td>Certificate II in Skills for Work and Vocational Pathways</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>CHC30212</td>
<td>Certificate III in Aged Care</td>
<td>14</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC30312</td>
<td>Certificate III in Home and Community Care</td>
<td>14</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC30712</td>
<td>Certificate III in Children’s Services</td>
<td>14</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC40108</td>
<td>Certificate IV in Aged Care</td>
<td>15</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC40212</td>
<td>Certificate IV in Home and Community Care</td>
<td>15</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC40312</td>
<td>Certificate IV in Disability</td>
<td>14</td>
<td>$1,790</td>
</tr>
<tr>
<td>CHC40512</td>
<td>Certificate IV in Mental Health</td>
<td>15</td>
<td>$1,790</td>
</tr>
</tbody>
</table>

### Training & Assessment and Work Health & Safety

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>TAE40110</td>
<td>Certificate IV in Training &amp; Assessment</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>TAE40110</td>
<td>Upgrade TAA40104 to TAE40110</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>TAE40110</td>
<td>TAE LLN401A - Address Adult Language, Literacy &amp; Numeracy Skills</td>
<td>1</td>
<td>$285</td>
</tr>
<tr>
<td>BSB41412</td>
<td>Certificate IV in Work Health &amp; Safety</td>
<td>10</td>
<td>$1,850</td>
</tr>
<tr>
<td>BSB51312</td>
<td>Diploma of Occupational Health &amp; Safety</td>
<td>8</td>
<td>$2,250</td>
</tr>
</tbody>
</table>

Contact us on 1300 27 56 28 or via email info@mbtc.nsw.edu.au to discuss:
- Your personal or business training needs
- All course dates and times  • Flexible payment options

Please enrol at least 5 days prior to course commencement date | More information about courses available online
### English and General Education

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>10362NAT</td>
<td>Certificate I in Spoken and Written English</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>10363NAT</td>
<td>Certificate II in Spoken and Written English</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>10364NAT</td>
<td>Certificate III in Spoken and Written English</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
<tr>
<td>10366NAT</td>
<td>Certificate IV in Spoken and Written English - Employment</td>
<td>PLEASE ENQUIRE</td>
<td></td>
</tr>
</tbody>
</table>

### Short Courses

The following courses are accredited units from the Certificate II in Business or Certificate III in Business Administration.

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Name</th>
<th>Sessions</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBITU201A</td>
<td>Microsoft Word 2010: Introduction</td>
<td>6</td>
<td>$305</td>
</tr>
<tr>
<td>BSBITU202A</td>
<td>Microsoft Excel 2010: Introduction</td>
<td>6</td>
<td>$305</td>
</tr>
<tr>
<td>BSBITU302A</td>
<td>Microsoft PowerPoint 2010: Introduction</td>
<td>6</td>
<td>$305</td>
</tr>
<tr>
<td>BSBFIA303A</td>
<td>MYOB Accountright v19: Introduction</td>
<td>5</td>
<td>$290</td>
</tr>
<tr>
<td>BSBFIA302A</td>
<td>MYOB Accountright v19: Payroll Processing</td>
<td>3</td>
<td>$180</td>
</tr>
<tr>
<td>BSBITU307A</td>
<td>Touch Typing: Introduction</td>
<td>8</td>
<td>$600</td>
</tr>
<tr>
<td></td>
<td>Project Management Fundamentals</td>
<td>2</td>
<td>$900</td>
</tr>
<tr>
<td></td>
<td>Leadership Building High Performing Teams</td>
<td>2</td>
<td>$900</td>
</tr>
<tr>
<td></td>
<td>Time Management</td>
<td>1</td>
<td>$595</td>
</tr>
</tbody>
</table>

**Key:** 🗺 Face to face  📲 Distance / Online

### Professional Development @ Hawkesbury

#### Business Management

**How to Prepare a Cash Flow Budget**

This course will give you an overview of how to understand and prepare a cash flow budget to assist those in small business to better plan their financial resources.

- **Format:** 2 sessions, Sat 1 Mar - 8 Mar
- **Cost:** $150

#### Introduction to Bookkeeping

This course will introduce you to manual bookkeeping for your office or small business and includes processing journal entries, cash book, bank reconciliation, debtors and creditors, maintaining a general ledger and preparing a trial balance.

- **Format:** 8 sessions, Wed 12 Feb - 2 Apr
- **Cost:** $185

#### Understanding Financial Statements

Learn to understand financial statements, balance sheets and, profit and loss statements, to assist people in small businesses and those interested in investing in a business.

- **Format:** 2 sessions, Sat 15 Feb - 22 Feb
- **Cost:** $150

For more information about our classes visit [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au) or call us on 8845 8888
Our IT and computer courses provide a range of options to learn up-to-date software and skills for work or home. Courses are run during the day or evenings or at weekends, with small class sizes and fully experienced tutors. We have beginners and seniors’ computer courses, plus classes on new technologies and specific software applications such as Microsoft, MYOB and Adobe.

Many of our courses will enable you to develop the knowledge and confidence to apply your skills in the workplace. Our IT and computer courses are perfect for people who have been out of the workplace for a while, or are looking to build their career and wish to refresh their skills, or develop particular expertise.

### Adobe Creative Suite

#### Adobe Illustrator CS6

Learn how to create vector based graphics for design, web design or desktop publishing material using Adobe Illustrator - an illustration and drawing program. Sound computer skills are essential.

- **2 sessions, Sat 12 Apr & Sun 13 Apr**
  - Time: 10AM - 4PM
  - Location: MCC Carlingford
  - Cost: $380

#### Adobe InDesign CS6

Learn to create a variety of professional layouts, both print-based and digital publishing using detailed graphics and advanced formatting features.

- **2 sessions, Sat 22 Mar - 29 Mar**
  - Time: 10AM - 4PM
  - Location: MCC Carlingford
  - Cost: $380

#### Adobe Photoshop CS5 Basics

Learn to navigate the workspace which includes the menu bar, toolbox, palettes and work with your documents. Covers a wide range of the Photoshop functions and tools including image size and resolution, cropping and retouching.

- **8 sessions, Mon 10 Feb - 31 Mar**
  - Time: 9.30AM - 11.30AM
  - Location: MCC Hawkesbury
  - Cost: $370

#### Adobe Photoshop CS5 Beyond Basics

This course will further explore features in Photoshop including layouts, retouching, selection tools, adjustment layers and creating montages using blending modes.

- **8 sessions, Tues 11 Feb - 1 Apr**
  - Time: 9.30AM - 11.30AM
  - Location: MCC Hawkesbury
  - Cost: $370

#### Adobe Photoshop CS6

Modify and adjust images by learning editing techniques to add finishing touches and create professional images for web and graphic design.

- **2 sessions, Sat 15 Feb - 22 Feb**
  - Time: 10AM - 4PM
  - Location: MCC Carlingford
  - Cost: $380

### iPads & iPhones

#### iPad: Basics

Learn how to use the iPad effectively and explore its unique Applications. Use the iPad as a tool to communicate with family and friends and as a diary to organise your daily activities.

- **1 session, Tues 18 Feb**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80

#### iPad & iPhone: Contacts, Calendars & Reminders

Following on from the iPad & iPhone Basics courses this session focusses on creating, editing and managing contact details, calendars and reminders.

- **1 session, Tues 4 Mar**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80

#### iPad & iPhone: iTunes & iCloud

Following from the basics courses, in this session you will take a closer look at iTunes and iCloud and what they have to offer. Bring either an iPad or iPhone with a $20 iTunes card.

- **1 session, Tues 18 Mar**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80

#### iPad & iPhone: Photos and Videos

Following on from the Basics courses this session explores using the camera app on your iPad or iPhone to take both still photos and videos. Bring either an iPhone or iPad with the Photop app. installed.

- **1 session, Tues 11 Mar**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80

#### iPad & iPhone: Travel Project

The workshop will look in detail at the following apps: Maps, iBooks, Safari and a collection of specifically selected travel apps. Bring either an iPad or iPhone with a $20 iTunes card.

- **1 session, Tues 1 Apr**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80

### iPad: Apple Pages, Numbers and Keynote

Covers basics of editing and formatting; spell check; cut, copy and paste; find and replace; bullets and numbering; indenting pictures; page settings; printing and lots more. BYO iPad.

- **4 sessions, Wed 12 Feb - 5 Mar**
  - Time: 9.30AM - 11.30AM
  - Location: MCC Hawkesbury
  - Cost: $180

### iPad: Making Movies & Trailers

Create professional looking movies and trailers. Using your own video clips and still photos you can make a professional looking movie and a trailer on your iPad. BYO iPad with iMovie installed.

- **1 session, Tues 25 Mar**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $80.00

### Courses for Beginners or Seniors

#### Beginners: eBay

If you are a home or business user of eBay, this is the ideal course for you. Learn how to set up and manage the perfect eBay store and effective strategies of buying and selling on eBay.

- **1 session, Wed 19 Mar**
  - Time: 6.30PM - 9.30PM
  - Location: MCC Carlingford
  - Cost: $200

#### Beginners: Computer Basics

Learn the fundamentals of computing and basics of word processing, spreadsheets, email, and the Internet.

- **2 sessions, Sat 1 Mar - 8 Mar**
  - Time: 9.30AM - 4.30PM
  - Location: MCC Carlingford
  - Cost: $350

#### Seniors: Computer Basics

Learn the basics of word processing, email and internet and build your confidence with a computer.

- **6 sessions, Tues Feb 11 - 1 Apr**
  - Time: 10AM - 12PM
  - Location: MCC Carlingford
  - Cost: $80.00

For more information about our classes visit [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au) or call us on 8845 8888
Seniors: Email & Internet Skills
Topics include reply and forward, attachments and contacts in Outlook 2010 and webmail. It also covers Internet Explorer, storing favourite websites and using Google effectively. Basic mouse and keyboard skills required.

6 sessions, Mon 17 Feb - 24 Mar
1PM - 3PM
$ 250
MCC Carlingford

IT Computer Training

Seniors: Facebook Basics
Develop the confidence to use Facebook for personal use and communicate safely with family and friends, whilst having fun! The course covers the essentials of social networking, privacy, friends, photos, links and status.

2 sessions, Mon 31 Mar - 7 Apr
1PM - 3.30PM
$ 130
MCC Carlingford

Microsoft Office

Microsoft Excel 2010: Introduction
Learn the basics of Microsoft Excel 2010 as well as formulas, functions, formatting, printing and charts.

4 sessions, Mon 10 Feb - 3 Mar
7PM - 9PM
$ 200
MCC Carlingford

Microsoft Excel 2010: Intermediate
Discover how to apply more complex formulas. Learn about absolute referencing, naming cell ranges, linking data, formatting effects, charting and simple macros.

1 session, Tues 18 Feb
9.30AM - 4.30PM
MCC Carlingford

Microsoft Excel 2010: Advanced
Create, edit, format and print a spreadsheet, adjust and view spreadsheets, learn advanced formulas, sorting lists and charts.

1 session, Thurs 3 Apr
9.30AM - 4.30PM
MCC Carlingford

Microsoft Word 2010: Introduction
This introductory course will cover text, cutting and copying, formatting, layouts, tables and printing.

1 session, Sat 22 Feb
9.30AM - 4.30PM
MCC Carlingford

Microsoft Word 2010: Intermediate
This intermediate course covers tabs, indenting and spacing, tables, mail merge, labels, headers and footers and templates.

1 session, Sat 15 Mar
9.30AM - 4.30PM
MCC Carlingford

Microsoft Word 2010: Advanced
This advanced course covers long documents, table of contents, indexing, columns, outlining, master documents, importing, macros and more.

1 session, Thurs 10 Apr
9.30AM - 4.30PM
MCC Carlingford

Microsoft Outlook 2010
Learn to use Outlook as an email and desktop organiser. Use key email functions - file attachments, create task lists, auto signatures, manage contact details and make use of the calendar function.

2 sessions, Thurs 27 & Fri 28 Feb
9.30AM - 4.30PM
$ 360
MCC Carlingford

Microsoft PowerPoint 2010
Learn how to create and work with tables and charts, insert animation and visual graphics, utilise custom templates, add media features and setup a slideshow.

2 sessions, Thurs 20 & Fri 21 Mar
9.30AM - 4.30PM
$ 360
MCC Carlingford

Microsoft Project 2010
Learn to create new projects, enter and work with tasks and resources, schedule and track a project, manage and monitor project costs, print important project information and run effective project reporting.

2 sessions, Thurs 20 & Fri 21 Mar
9.30AM - 4.30PM
$ 360
MCC Carlingford

Microsoft Publisher 2010
Create a wide range of publications including brochures, flyers, greeting cards, advertisements, newsletters and letterheads. Learn how to work with text and graphics for business or personal publications.

2 sessions, Sat 5 Apr - 12 Apr
9.30AM - 4.30PM
$ 360
MCC Chatswood

MYOB

MYOB Accountright v19: Introduction
Topics include: produce a Chart of Accounts, purchases and sales, general ledger and producing reports (profit and loss, balance sheet).

1 session, Fri 21 Feb
9.30AM - 4.30PM
$ 250
MCC Carlingford

MYOB Accountright v19: Intermediate
Learn how to enter a variety of transactions including complicated GST issues, EFTPOS, emailing invoices and statements, using electronic payments and customising forms and designing reports.

1 session, Sat 15 Mar
9.30AM - 4.30PM
$ 250
MCC Carlingford

Follow us on Facebook

Key:
- Hawkesbury area
- Blacktown area
- Carlingford area
- Chatswood area

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Enable your manager to provide professional development training for you, at no cost to the company
One to One
I.T. Training

from $90 per hour

Customised for your business

- Grow business on the internet
- Build your own website
- Upskill your staff
- Learn how to use Windows 2013, the Cloud, Mac or iPad – You choose!

Fully qualified trainers come to you.

Macquarie Business Training Centre

Call 1300 27 56 28 or visit www.mbtc.nsw.edu.au
Courses are designed to help you improve your written and spoken communication skills for the workplace, everyday life or if you are new to Australia, we offer a great range of English Language, Literacy and Numeracy courses.

Course information
To enrol in accredited courses you will need to attend an interview with the course co-ordinator. Please ring 02 8845 8888.

No interview is required for enrolment in the non-accredited courses. If you would like more information or advice on which course or level is most suitable, please ring 02 8845 8888.

Crash Course in Grammar
Using correct grammar is a vital part of writing any professional and effective documents, yet for many it remains a mystery. Learn grammatical rules, sentence structures, correct word usage and punctuation skills. Individual needs will be addressed.

- 1 session, Sat 29 Mar $80
- 1 session, Sat 15 Feb $80

English for Jobseeking in Australia
This course is designed for people seeking employment and focuses on successful job seeking strategies. Learn about the Australian employment market and workplace culture. The course will then teach you how to overcome cultural differences by looking at how to promote yourself in person, in writing and on the phone and how to tailor your applications for each job.

- 4 sessions, Thurs 6 Mar - 27 Mar $125

Everyday English
This course is for people who speak some English. The course covers everyday and conversational written and spoken English. You will learn how to improve both your spoken and written English skills for social settings.

- 8 sessions, Wed 12 Feb - 2 Apr $60
- 8 sessions, Thurs 13 Feb - 3 Mar $60

IELTS Preparation
This course will assist you in becoming familiar with the four modules of IELTS and will provide you with the necessary skills and confidence to help you take the test. You will receive individual feedback from experienced and qualified teachers.

- 2 session, Sat 22 Feb - 1 Mar $150

Improve Your Speaking and Listening Skills
Learn how to be a better listener, communicate more effectively with others, and use non-verbal communication strategies appropriately.

- 8 sessions, Mon 17 Feb - 7 Apr $250

Presentation & Speaking in the Workplace
Develop knowledge, strategies, experience and confidence for speaking in a variety of workplace contexts. The course will cover delivering effective oral presentations, participating successfully at meetings and communicating effectively with work colleagues of different cultural backgrounds.

- 2 sessions, Sat 8 Feb - 15 Feb $150

Pronunciation and Oral Skills
Improve your confidence in understanding and using Australian English pronunciation. Learn and practice the rhythm of English, word and sentence stress, and the importance of intonation. Individual pronunciation needs addressed.

- 7 sessions, Tues 11 Feb - 25 Mar $220

Written English for Work
Develop the skills needed to write different types of workplace related documents. Focus on the purpose of written texts, target audience, levels of formality, drafting and editing texts, layout and formatting. Content areas can be modified based on student needs and requests.

- 8 sessions, Tues 11 Feb - 7 Apr $250
Why study at Macquarie Community College?
Macquarie Community College is one of the oldest and largest community colleges in NSW. Our teachers are friendly, qualified and experienced in teaching English to migrants and refugees. Macquarie Community College has an excellent reputation for delivering high quality courses in a caring professional and personalized class environment.

What is the AMEP?
Macquarie Community College offers English courses to newly arrived refugees and migrants with appropriate visas. The English language courses are part of the Adult Migrant English Program (AMEP) funded by the Australian Government.

The AMEP provides basic English tuition to help migrants and refugees settle successfully in Australia. Students will learn about Australian culture, society and community access in areas such as health, employment and education etc.

The English classes are free*. If you are eligible you can study up to 510 hours. *Conditions apply

What will I learn?
You will study a course called the "Certificate in Spoken and Written English" (CSWE). The course is offered at three levels – beginner, post beginner and intermediate. These levels focus on developing skills in speaking, listening, reading, and writing and include grammar, pronunciation, vocabulary and conversation/communication skills.

Macquarie Community College also offers supplementary courses in: Civics and Democracy; and Prevocational English such as Computer Skills, Office Skills, Aged Care, Childcare, Job skills and Safe Food Handling.

What additional services are available?

- AMEP assists with problems related to settlement in Australia. The Pathway Adviser will also help with employment pathways and study options.
- Travel concessions for eligible full time students.
- Access to the Computer Room and computer assisted learning.
- Translation of certain documents (through TIS) if you are eligible.
- Childcare whilst you are in class.
- Bi-lingual support in some classes.
- Home Tutor (HT) – a volunteer tutor to help you once per week in your own home.
- Distance Learning (DL)

How do I enrol?
Enrolling at Macquarie Community College is easy:
1. Phone or come to our centre to see if you are eligible.
2. Bring your passport with you.
3. Make an appointment to register and have an English test.
4. Discuss the program that suits you best.

Call AMEP on: 02 9621 4175 to enrol anytime

The Adult Migrant English Program (AMEP) is funded by the Australian Government, Department of Industry.

---

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Leisure

Arts & Craft

Calligraphy

Calligraphy for Beginners - Italic Hand

This module focuses on the italic hand and its origins. Understand how to work with a chisel shaped nib and refine your calligraphic technique, by focusing on letter construction, pen angles and spacial awareness.

Sharon Baker
8 sessions, Wed 12 Feb - 2 Apr 10AM - 12PM
$ 220
Brush Farm Campus, Eastwood

Calligraphy Introductory Workshop

Would you like to be able to use a calligraphic script for cards, invitations or scrapbooking? This workshop will show you how, using an attractive ancient alphabet and various design ideas. Material cost $12, payable to tutor.

Elaine Witton
1 session, Sat 8 Mar 10AM - 3PM
$ 115
MCC Carlingford

Calligraphy Plus

For students who have completed a basic one year course or who want to refresh their skills. Extend your calligraphic knowledge by working on projects and scripts of your own choice.

Elaine Witton
8 sessions, Wed 12 Feb - 2 Apr 12:30PM - 2:30PM
$ 220
Brush Farm Campus, Eastwood

Ceramics

Ceramics

Learn to paint your own designer bowls, plates, vases and more. Learn painting, glazing, French dimensions, crystals and so much more. Materials cost discussed at first class.

Helen Whitfield
8 sessions, Tues 11 Feb - 1 Apr 9:30AM - 12PM
$ 144
The Ceramic Haven, Castle Hill

8 sessions, Tues 11 Feb - 1 Apr 7PM - 9:30PM
$ 144
The Ceramic Haven, Castle Hill

Creative Writing

Creative Writing

Learn practical techniques to bring out the best in your creative writing and get your creative juices flowing.

Paul Taylor
1 session, Sat 15 Mar 10AM - 1PM
$ 99
Fix Australia, Chatswood

Creative Writing - Getting Started

Learn practical techniques to bring out the best in your creative writing and get your creative juices flowing.

Creative Writing

Explore the craft of writing through this practical course that will get your words on the page and your ideas flowing. Topics include characterisation, setting, dialogue, imagery and structure.

Julie Thorndyke
8 sessions, Tues 11 Feb - 1 Apr 6.30PM - 8.30PM
$ 185
Carlingford High School

Family Cookbook Memoir - Create & Publish

Would you like to preserve your cooking stories or family cooking traditions? Create a beautiful family cooking memoir book, complete with stories, recipes and photographs.

Meg Evans
8 sessions, Sat 15 Feb - 5 Apr 10AM -12PM
$ 185
MCC Chatswood

How to Write and Publish That Book

Discover how to take a structured approach to book writing, from planning to publishing. Covers drafting, approaching publishers, the role of intermediaries and self publishing.

Russell McNair
2 sessions, Mon 10 Feb - 17 Feb 7PM - 9PM
$ 85
Carlingford High School

Drawing for Beginners

Learn how to produce pencil and charcoal drawings of hands, buildings, flowers and landscapes. Topics include mark-making, scale, perspective, contour and composition.

Sue Vesely
8 sessions, Mon 10 Feb - 31 Mar 7PM - 9PM
$ 215
Carlingford High School

Drawing Styles - A Celebration

Learn different media in a day of drawing - using graphite, ink, wash, pen, pencils, pastels and charcoal. Working through small to large subjects, explore which media works best for you and your subject choice. Suitable for all levels.

Melissa Sloan
1 session, Sat 8 Mar 10AM - 4.30PM
$ 135
MCC Chatswood

Drawing and Painting - Beyond Beginners

Covers drawing and painting techniques in pencil, ink, acrylic and/or watercolour.

Melissa Sloan
8 sessions, Tues 11 Feb - 1 Apr 9.30AM - 12.30PM
$ 245
MCC Chatswood

Drawing and Painting - Landscapes

Covers all aspects of painting and drawing landscapes, including perspective, tonal values and composition.

Rose Marosszegy
8 sessions, Thurs 13 Feb - 3 Apr 10AM - 1PM
$ 245
Pennant Hills Community Centre

Drawing and Painting - All Levels

Develop your painting and drawing techniques in a variety of media which may include acrylics, watercolours, pastels and pencil.

Barbara Kitto
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 215
Carlingford High School

Drawing and Painting for Experienced Artists

A class where the teacher provides ideas and starting points for you to create your own work in your preferred media.

Melissa Sloan
8 sessions, Fri 14 Feb - 4 Apr 10AM - 1PM
$ 245
Brush Farm Campus, Eastwood

Students in our leisure classes are looking for fun, creative and stimulating learning experiences within a friendly, social and community oriented environment. Our leisure courses are taught by quality, knowledgeable tutors.

Create delicious cuisine and improve your skills in the kitchen with cooking classes, or simply learn coffee-making. Give your house a makeover, design interiors, DIY, restore furniture or grow beautiful plants in your garden – or gain dog grooming skills! Develop your creativity and try a range of art classes – painting, drawing, floral art, or photography, writing, craft, or sewing.

Please enrol at least 5 days prior to course commencement date | More information about courses available online
### Contemporary Chinese Brush Painting **NEW**

Work with water-based media and inks on various surfaces and textures. Beginners to advanced students welcome. Optional kits available for $20.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bronwen Wade-Leeuwen</td>
<td>8 sessions, Mon 10 Feb - 31 Mar</td>
<td>7.30PM - 9.30PM</td>
<td>Brush Park Bowling Club, Dundas</td>
<td>$170</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Carlingford High School</td>
<td>$170</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$180</td>
</tr>
</tbody>
</table>

### Oil Painting

This course is for beginners and continuing students who want to learn the art of oil painting. Learn the basics including colour, tone, perspective, composition and brush techniques.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deidre Morrison</td>
<td>8 sessions, Tues 11 Feb - 1 Apr</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$180</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$180</td>
</tr>
</tbody>
</table>

### Painting Fiesta **NEW**

Dedicate a day to reviving your painting skills. Brush up your techniques over some group studies, with the afternoon available to pursue individual subjects, with supervision and encouragement. Suitable for all levels.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Sloan</td>
<td>1 session, Sat 15 Feb</td>
<td>10AM - 4PM</td>
<td>MCC Chatswood</td>
<td>$135</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$135</td>
</tr>
</tbody>
</table>

### Painting with Acrylics

Acrylic paint is a modern, versatile paint that can be used to create both traditional and modern style artwork.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deidre Morrison</td>
<td>8 sessions, Wed 12 Feb - 2 Apr</td>
<td>12.30PM - 2.30PM</td>
<td>MCC Chatswood</td>
<td>$180</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$180</td>
</tr>
</tbody>
</table>

### Pastel Drawing

Learn to draw with pastels to create your own masterpiece. This course is for beginners and continuing students who want to build their confidence in observation, composition, tone, colour and perspective.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Hansell</td>
<td>8 sessions, Tues 11 Feb - 1 Apr</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$180</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$180</td>
</tr>
</tbody>
</table>

### Watercolour Painting

Discover the different types of medium used in watercolour including wet on wet, wet on dry and pen and wash. Develop tone, colour and perspective with subjects such as still life, flowers and landscapes.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deidre Morrison</td>
<td>8 sessions, Tues 11 Feb - 1 Apr</td>
<td>10AM - 12PM</td>
<td>MCC Chatswood</td>
<td>$180</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$180</td>
</tr>
</tbody>
</table>

### Floral Art

Each week you will be guided through making stunning hand-tied floral designs, creating gorgeous designs using a variety of base mediums and the latest, popular styles. Flowers: extra cost each week.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annie Yeo</td>
<td>7 sessions, Mon 17 Feb - 31 Mar</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$199</td>
</tr>
</tbody>
</table>

## Arts & Craft

### Folk and Decorative Art

Learn to paint a wide range of stylised or realistic projects. Join any class, any term. $80 beginners kits supplied, payable to tutor.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wendy Lenehan</td>
<td>8 sessions, Mon 10 Feb - 31 Mar</td>
<td>10AM - 12PM</td>
<td>MCC Chatswood</td>
<td>$170</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Carlingford High School</td>
<td>$170</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Park Bowling Club, Dundas</td>
<td>$170</td>
</tr>
</tbody>
</table>

### Jewellery

Learn the tricks of the trade and basic colour theory. Starter kits are available ($25) but if you have your own beads please bring them along.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jean McKenzie</td>
<td>1 session, Sat 8 Mar</td>
<td>10AM - 4.30PM</td>
<td>MCC Chatswood</td>
<td>$135</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$135</td>
</tr>
</tbody>
</table>

### Silver Jewellery Workshop

Complete your jewellery piece in one day and take away all the practical skills you need. Material cost of $45 payable to tutor.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Whitlock</td>
<td>1 session, Sun 30 Mar</td>
<td>9AM - 4PM</td>
<td>MCC Chatswood</td>
<td>$135</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Farm Campus, Eastwood</td>
<td>$135</td>
</tr>
</tbody>
</table>

### Mosaics

Learn traditional mosaics techniques and create a number of small and large projects. Material costs discussed at first class.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helen Whitfield</td>
<td>8 sessions, Mon 10 Feb - 31 Mar</td>
<td>7PM - 9.30PM</td>
<td>MCC Chatswood</td>
<td>$145</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Castle Hill</td>
<td>$145</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The Ceramic Haven, Castle Hill</td>
<td>$145</td>
</tr>
</tbody>
</table>

### Pottery at Beecroft Studio

Create useful items with clay, including hand building and wheelwork. Materials cost $45 payable to tutor.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Lawrence</td>
<td>8 sessions, Mon 10 Feb - 31 Mar</td>
<td>7.30PM - 9.30PM</td>
<td>Beecroft Studio</td>
<td>$215</td>
</tr>
</tbody>
</table>

### Fashion Styling Workshop

Discover how to mix and match designs to suit your body shape, height and colours to enhance your looks.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kay Vine</td>
<td>1 session, Sat 15 Mar</td>
<td>10AM - 4PM</td>
<td>MCC Chatswood</td>
<td>$135</td>
</tr>
</tbody>
</table>

### Make-up Artistry Workshop

Learn the art of applying make-up on yourself to create that perfect look, using the latest trends and colours for day and evening wear. Materials cost $20 (payable to tutor).

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kay Vine</td>
<td>1 session, Sat 22 Feb</td>
<td>10AM - 4PM</td>
<td>MCC Chatswood</td>
<td>$135</td>
</tr>
</tbody>
</table>

### Needlecraft/Open Craft

Learn the basic skills of smocking, heirloom sewing, wool, crewel and silk ribbon. Explore shadow work, stump work, canvas work, crochet, knitting, garment construction, patchwork, quilting techniques and more.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christine Bennett</td>
<td>8 sessions, Tues 4 Feb - 25 Mar</td>
<td>9.30AM - 12.30PM</td>
<td>Epping Creative Centre, Epping</td>
<td>$245</td>
</tr>
</tbody>
</table>

### Patchwork, Appliqué and Quilting - All Levels

This course will give you ideas to develop your confidence in choosing fabrics while making a bag or quilt.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lyall Willis</td>
<td>8 sessions, Mon 10 Feb - 31 Mar</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$175</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Carlingford High School</td>
<td>$175</td>
</tr>
</tbody>
</table>

### Pattern Making- Everything you need to know!

Learn how to measure your body accurately, draft and sew your own block pattern to fit you perfectly. Paper and French curve ruler may be purchased from the tutor at the class.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keiko Ishii</td>
<td>8 sessions, Wed 5 Feb - 26 Mar</td>
<td>6.30PM - 8.30PM</td>
<td>MCC Chatswood</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Brush Park Bowling Club, Dundas</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Carlingford High School</td>
<td>$225</td>
</tr>
</tbody>
</table>

### Sewing Basics

Learn how to sew an item of your choice using commercial patterns. This course includes pattern selection and alterations, layout and cutting as well as sewing machine operation and stitches and hems. Please bring your own sewing machine.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wendy Walters</td>
<td>8 sessions, Tues 11 Feb - 1 Apr</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$185</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Beecroft Studio</td>
<td>$185</td>
</tr>
</tbody>
</table>

### Sewing Essentials for Dressmaking

Learn about fabrics and their uses, measurements, pattern size selection, interpreting patterns, layout and cutting, and garment construction.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lerida Johnson</td>
<td>8 sessions, Wed 4 Feb - 25 Feb</td>
<td>7PM - 9PM</td>
<td>MCC Chatswood</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Carlingford High School</td>
<td>$225</td>
</tr>
</tbody>
</table>

### Simply Stylish: Your Ideal Silhouette

Learn how to understand your figure, camouflage imperfections and enhance your silhouette. Workbook valued at $40, payable to tutor.

<table>
<thead>
<tr>
<th>Tutor</th>
<th>Dates</th>
<th>Times</th>
<th>Venue</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wendy Walters</td>
<td>1 session, Sat 22 Mar</td>
<td>9AM - 1PM</td>
<td>MCC Chatswood</td>
<td>$75</td>
</tr>
</tbody>
</table>

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Leisure

Dance and Drama

Ballet and Tap

Adult Ballet - Stage 1
Develop basic ballet skills, build grace, strength and posture.

Nina Falciola
8 sessions, Tues 4 Feb - 25 Mar 7.30PM - 8.30PM $ 120 Body Beat Dance Studio, West Ryde
8 sessions, Sat 8 Feb - 29 Mar 1PM - 2PM $ 120 Body Beat Dance Studio, West Ryde

Adult Tap Dancing
Rhythmic, precise and loads of fun, tap dancing is a great way to exercise whilst improving your coordination skills.

Stage 1
LaurenNichols
8 sessions, Tues 11 Feb - 1 Apr 6PM - 7PM $ 130 West Ryde Baptist Church

Stage 2
8 sessions, Tues 11 Feb - 1 Apr 7.15PM - 8.15PM $ 130 West Ryde Baptist Church

Ballet and Tap

Ballet and Tap

Bellydancing - Stage 1
Fun to learn, a great way to keep fit and relieve stress.

Penny Copnall
8 sessions, Tues 11 Feb - 1 Apr 6PM - 7PM $ 120 Trafalgar Place Community Hall Marsfield

Social Dancing

Learn the hot styles of Latin dancing with salsa, cha cha, samba, waltz and rock n roll. Come alone or with a partner.

Hip 2 Hip
8 sessions, Tues 11 Feb - 1 Apr 7PM - 8PM $ 115 Richmond Neighbourhood Centre

Social Latin and Ballroom Dancing

Explore a selection of ballroom styles such as waltz, quick step, fox trot, rumba, cha-cha, jive, samba and sequence dancing. Enrol with a partner or come alone to dance with others. 10% discount for couples (phone to claim discount).

Brian Tabbernal
8 sessions, Mon 10 Feb - 31 Mar 6.30PM - 8PM $ 165 Chatswood High School
Ron Widman
9 sessions, Mon 3 Feb - 31 Mar 7PM - 9PM $ 195 Beechcroft Presbyterian Church Hall
Denis Blackburn
7 sessions, Thurs 13 Feb - 27 Mar 7PM - 8.30PM $ 140 Brush Farm Campus, Eastwood

Wedding Dances
Designed specially for bridal couples and their bridal party. Must bring a partner.

Julian Falciola
4 sessions, Tues 4 Feb - 25 Feb 8.30PM - 9.30PM $ 85 Body Beat Dance Studio, West Ryde
4 sessions, Tues 4 Feb - 25 Mar 8.30PM - 9.30PM $ 85 Body Beat Dance Studio, West Ryde
4 sessions, Sat 1 Feb - 22 Feb 4PM - 5PM $ 85 Body Beat Dance Studio, West Ryde
4 sessions, Sat 1 Mar - 22 Mar 4PM - 5PM $ 85 Body Beat Dance Studio, West Ryde

Bellydancing

Bellydancing - Stage 1
Fun to learn, a great way to keep fit and relieve stress.

Penny Copnall
8 sessions, Tues 11 Feb - 1 Apr 6PM - 7PM $ 120 Trafalgar Place Community Hall Marsfield

Latino Dance Fit
Burn some calories and have fun learning hot styles of Latin dancing with salsa, cha cha, samba and belly dancing. All done solo so you don’t need a partner.

Hip 2 Hip
8 sessions, Tues 11 Feb - 1 Apr 6PM - 7PM $ 115 Richmond Neighbourhood Centre

Nightclub Latin (Salsa NY and LA, Bachata, Cha Cha)
Learn to dance Salsa, Cha Cha, Bachata and Tango. 10% discount for couples (phone to claim discount).

Julian Falciola
6 sessions, Tues 4 Feb - 11 Mar 7.30PM - 8.30PM $ 99 Body Beat Dance Studio, West Ryde

Zumba

Zumba combines Latin, African and Brazilian dance rhythms with cardiovascular exercise to create an aerobic workout that is fun and easy to follow.

Nina Falciola
8 sessions, Mon 3 Feb - 24 Mar 6.15PM - 7.15PM $ 130 Body Beat Dance Studio, West Ryde

Bollywood and Modern Indian Dance
A high spirited workshop mixing the old and new hits of both Bollywood and Indian classical dancing. Learn traditional rhythms, hand gestures and facial expressions. Beginners and experienced dancers welcome.

Jita Singh
2 sessions, Sat 15 Feb - 22 Feb 12.30PM - 3.30PM $ 75 Brush Farm Campus, Eastwood

Jiva Singh
8 sessions, Tues 11 Feb - 1 Apr 6PM - 7PM $ 120 Trafalgar Place Community Hall Marsfield

Social Latin and Ballroom Dancing

Social Latin and Ballroom Dancing

Argentine Tango
Learn basic Argentine Tango dance moves and improve your rhythm and body movement.

Julian Falciola
4 sessions, Thurs 6 Feb - 27 Feb 6.30PM - 7.30PM $ 75 Body Beat Dance Studio, West Ryde

Cha Cha, Jive, Rumba and Samba
This course teaches the basics of these 4 beautiful dances. Course fee includes FREE entry to our monthly Salsa party held on Friday evening. 10% discount for couples (phone to claim discount).

Julian Falciola
6 sessions, Mon 3 Feb - 10 Mar 6.30PM - 7.30PM $ 99 Body Beat Dance Studio, West Ryde

See website for details for all levels

Please enrol at least 5 days prior to course commencement date | More information about courses available online
Aquafitness

Aquafitness

Aqua aerobics gives you a full body workout and does not require the ability to swim. Fee includes pool entry. Water temperature varies between 28-33 degrees.

Charmaine Unger
10 sessions, Tues 4 Feb - 8 Apr $135
Alan Walker Retirement Home, Carlingford

10 sessions, Thurs 6 Feb - 10 Apr $135
Alan Walker Retirement Home, Carlingford

10 sessions, Wed 5 Feb - 9 Apr $130
Alan Walker Retirement Home, Carlingford

10 sessions, Sat 15 Feb - 5 Apr $130
Epping Guide Hall

Angela Herden
10 sessions, Thurs 6 Feb - 10 Apr $135
Alan Walker Retirement Home, Carlingford

10 sessions, Thurs 6 Feb - 10 Apr $135
Alan Walker Retirement Home, Carlingford

10 sessions, Thurs 6 Feb - 10 Apr $135
Alan Walker Retirement Home, Carlingford

Aquafitness for the Over 50’s

Charmaine Unger
10 sessions, Tues 4 Feb - 8 Apr $125
Alan Walker Retirement Home, Carlingford

10 sessions, Thurs 6 Feb - 10 Apr $125
Alan Walker Retirement Home, Carlingford

Exercise

Boxing for Fitness for Women

Basic techniques of boxing will be taught, so the class is suitable for a range of experience and fitness levels. Body weight exercises and core conditioning will also be incorporated into the non-contact boxing program.

Darren Hastings
8 sessions, Thurs 15 Feb - 3 Apr $120
Scout Hall, North Carlingford

Exercise Anywhere - Strength, Flexibility and Core Stability

Save money and time by learning routines that you can perform without buying expensive equipment and gym memberships. Learn exercises for strength, flexibility, and core stability conditioning for the whole body.

Paul Taylor
1 session, Sat 5 Apr $85
Fix Australia, Chatswood

Run Without Injury

Learn techniques which will make running easier and less painful. Covers breathing, posture, endurance, footwork and body alignment.

Paul Taylor
1 session, Sat 22 Mar $85
Fix Australia, Chatswood

Self Defence for Women

Learn to identify a potential attacker and gain a basic overview of self-defence including balance, strikes and kicks.

Darren Hastings
8 sessions, Sat 15 Feb - 5 Apr $130
Epping Guide Hall

Fencing
Fencing

Fencing provides both physical and mental exercise and improves dexterity and enhances your hand-eye coordination. All equipment is provided, although personal gloves will be discussed at the first session.

Level 1
Angelo Santangelo
8 sessions, Sat 22 Feb - 12 Apr $140
Scout Hall, North Carlingford

6 sessions, Mon 24 Feb - 31 Mar $120
Chatswood High School

Level 2
8 sessions, Sat 22 Feb - 12 Apr $140
Scout Hall, North Carlingford

6 sessions, Mon 24 Feb - 31 Mar $175
Chatswood High School

Golf

Learn techniques for your swing, stance, chipping, putting, club selection plus the etiquette and rules of the game.

Beginners
Clinton Russell
8 sessions, Sat 15 Feb - 5 Apr $165
Ryde Pannamatta Golf Club

8 sessions, Sun 16 Feb - 6 Apr $165
Ryde Pannamatta Golf Club

Ian Passwell
8 sessions, Sat 15 Feb - 5 Apr $165
Brickpit Sports Stadium, Thornleigh

8 sessions, Sun 16 Feb - 6 Apr $165
Brickpit Sports Stadium, Thornleigh

Intermediate
Clinton Russell
8 sessions, Sun 16 Feb - 6 Apr $165
Ryde Pannamatta Golf Club

Pilates

Pilates isolates muscle groups to achieve a lean, athletic physique. Moderate fitness required.

Nicole MacKinnon
9 sessions, Fri 7 Feb - 4 Apr $150
Scout Hall, North Carlingford

Kristy Dempster
8 sessions, Mon 10 Feb - 31 Mar $140
Trafalgar Place Community Hall Marsfield

Stage 2
Nicole MacKinnon
9 sessions, Fri 7 Feb - 4 Apr $150
Scout Hall, North Carlingford

Tai Chi

Tai Chi promotes health, increases concentration, reduces stress, boosts energy and improves overall wellbeing.

John Russo
9 sessions, Mon 10 Feb - 7 Apr $165
Brush Farm Campus, Eastwood

Tennis

Beginners learn the fundamentals of tennis. Intermediate builds on basic skills to become a competent player leading into competition.

Beginners
Andrew Hill
9 sessions, Mon 10 Feb - 7 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Tues 11 Feb - 8 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Wed 12 Feb - 9 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Thur 13 Feb - 10 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Sat 15 Feb - 12 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Sun 16 Feb - 13 Apr $130
St Anthony’s Courts, Marsfield

Intermediate
Andrew Hill
9 sessions, Tues 11 Feb - 8 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Wed 12 Feb - 9 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Thurs 13 Feb - 10 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Fri 14 Feb - 11 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Sat 15 Apr - 12 Apr $130
St Anthony’s Courts, Marsfield

9 sessions, Sun 16 Feb - 13 Apr $130
St Anthony’s Courts, Marsfield

Intensive Tennis

Designed for all levels. Concentrate on backhand, forehand, netplay, serve and return and matchplay.

Andrew Hill
5 sessions, Mon 3 Feb - 7 Feb $110
St Anthony’s Courts, Marsfield

5 sessions, Mon 3 Feb - 7 Feb $110
St Anthony’s Courts, Marsfield
Music and Singing

Music

African Drumming
Learn the basic techniques and rhythms of traditional African drumming, including breaks and calls. Drums available for rent at course for $3 per week or bring your own.

Thiass Mbaye
4 sessions, Sat 8 Mar - 29 Mar 10.30AM - 12.30PM
$ 120
Brush Farm Campus, Eastwood

Guitar - Stage 1
Covers the basics of reading music, chords and good technique. Bring your own acoustic guitar.

Sam Mudie
8 sessions, Thurs 13 Feb - 3 Apr 6.30PM - 8PM
$ 165
MCC Carlingford

Mohamed Emam
8 sessions, Sat 15 Feb - 5 Apr 9.30AM - 11.30AM
$ 225
MCC Chatswood

Guitar - Stage 2
Continue to learn new songs while you explore different keys, more complex playing styles, improvisation and performance. Bring your own acoustic guitar.

Sam Mudie
8 sessions, Thurs 13 Feb - 3 Apr 6.05PM - 9.35PM
$ 165
MCC Chatswood

Mohamed Emam
8 sessions, Sat 15 Feb - 5 Apr 11.30AM - 1.30PM
$ 225
MCC Carlingford

Piano
Covering styles from classical to jazz and popular music. Course book available for purchase after first class.

Leah Hanchard
9 sessions, Tues 11 Feb - 8 Apr 6.30PM - 7.30PM
$ 225
Accent On Music, Eastwood

Stage 2
9 sessions, Tues 11 Feb - 8 Apr 8.30PM - 9.30PM
$ 225
Accent On Music, Eastwood

Stage 3
9 sessions, Thurs 13 Feb - 10 Apr 8.30PM - 9.30PM
$ 225
Accent On Music, Eastwood

Stage 4
9 sessions, Tues 11 Feb - 8 Apr 7.30PM - 8.30PM
$ 225
Accent On Music, Eastwood

Advanced
9 sessions, Thurs 13 Feb - 10 Apr 7.30PM - 8.30PM
$ 225
Accent On Music, Eastwood

Ukulele
Gain the ability and confidence to play simple tunes with the knowledge and skills to continue learning at your own pace. Ukuleles are available from the tutor from $35.

John Chandler
2 sessions, Sun 23 Mar - 30 Mar 10AM - 3.30PM
$ 145
Brush Farm Campus, Eastwood

Singing

Singing - Vocal Technique
Introduction course explores fundamental skills including diaphragm techniques, voice placement, harmonies plus performance skills. Continuing students further develop their own style and technique.

Karuna Kourkova
8 sessions, Mon 10 Feb - 31 Mar 7PM - 9PM
$ 185
Chatswood High School

Stage 1
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 185
Chatswood High School

Stage 2
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 185
Chatswood High School
Food and Beverages

Beverage

Latte Art
Learn latte art using the skew and develop the basic techniques needed for free pour latte art. This workshop will give you the opportunity to make lots of coffee.

Satin Shrestha
1 session, Thurs 13 Feb 10AM - 12PM
$ 60
Phone Galleria, West Ryde

Professional Barista / Coffee Skills
Learn to make the perfect espresso. Suitable for beginners with plenty of one-on-one tuition. Experienced Baristas will sharpen their skills.

Simone Ciuccoli
1 session, Sat 15 Feb 9AM - 12PM
$ 99
Phone Galleria, West Ryde

Cake Decorating

Cake Decorating
Learn how to make piped flowers and hand moulded novelties, which can be used to decorate cakes for all occasions. More advanced techniques taught in higher levels.

Beginners
John Yee
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 225
Brush Farm Campus, Eastwood
6 sessions, Thurs 13 Feb - 29 Mar 10.30AM - 12.30PM
$165
Brush Farm Campus, Eastwood
Jean Palmer
8 sessions, Mon 10 Feb - 31 Mar 7PM - 9PM
$ 225
Chatswood High School
Beginners and Continuing Students
Betty Calderwood
8 sessions, Mon 10 Feb - 31 Mar 7PM - 9PM
$ 185
MCC Hawkesbury
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 185
Riverstone Neighbourhood Centre
8 sessions, Wed 12 Feb - 2 Apr 9.30AM - 11.30AM
$ 185
Riverstone Neighbourhood Centre
Continuing and Mixed Levels
John Yee
8 sessions, Wed 12 Feb - 2 Apr 7PM - 9PM
$ 225
Brush Farm Campus, Eastwood
Jean Palmer
8 sessions, Wed 12 Feb - 2 Apr 7PM - 9PM
$ 225
Chatswood High School
Advanced
Jean Palmer
8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM
$ 225
Chatswood High School

Cake Decorating – Creative Cupcakes
This workshop is for those wishing to create amazing cupcakes for special occasions. You will use different types of frosting, fondants, chocolate and marzipan to quickly make fantastic creations.

Betty Calderwood
1 session, Sat 22 Feb 9AM - 12PM
$ 90
MCC Hawkesbury

Food & Cooking

Flavours of the Middle East, Morocco and Greece
Learn handy cooking tips for the use of herbs, marinades and sauces. Prepare, cook and serve seafood, chicken, vegetables and meats as well as soups, entrees and desserts.

Amalia Portelli
6 sessions, Tues 11 Feb - 18 Mar 7PM - 9PM
$ 185
Carlingford High School

Indian Cooking - Introduction
Experiment with the flavours and aromas of Indian spices. Learn how to make curry powders, garamasalas, pakoras, tandoori chicken, saffron rice and more.

Geetali Krishnasamy
1 session, Sat 1 Mar 10AM - 4PM
$ 150
Carlingford High School

Italian Pizza Making
Learn the true secrets and skills of making authentic, Italian pizza bases with a delicious range of traditional and gourmet toppings.

Antonella Floyd
1 session, Sat 15 Feb 10AM - 4PM
$ 135
Carlingford High School

Mediterranean Delights
Create famous dishes like Paella, Chickpeas and Herb Falafel, Chicken in Almond Sauce, Moroccan Spiced Seared Scallops with Green Grape and Lemon relish. Learn the skills of using herbs and spices, creating sauces and marinades.

Ferdinand Tamayo
1 session, Sat 22 Feb 10AM - 4PM
$ 150
Carlingford High School

Seafood Cooking - Introduction
Learn how to prepare, cook and present a variety of delectable seafood dishes. Enjoy Lobster with Thermidore Sauce, Seafood Paella, Thai Salmon with Red Curry Sauce, assorted Oysters and much more.

Ferdinand Tamayo
1 session, Sat 22 Mar 10AM - 4PM
$ 170
Carlingford High School

Shojin Ryori (Japanese Buddhist Temple Cuisine)
Learn how to make sushi with brown rice, rencon (Lotus roots) dumplings, agedashi tofu with mushroom sauce, salads and Japanese sweets.

Sumi Saikawa
1 session, Sat 15 Mar 10AM - 3PM
$ 135
Carlingford High School

South-East Asian and Wok Cooking
In no time, you will be preparing dishes like Sizzling Garlic Prawns, Green Chicken Curry, Singapore Noodles, Szechuan Beef, Chicken Adobo, Nasi Goreng, Pad Thai and much more. Savour authentic Asian delights!

Ferdinand Tamayo
1 session, Sat 15 Feb 10AM - 4PM
$ 150
Carlingford High School

Thai Cooking - Introduction
Learn to prepare, cook and serve a selection of dishes using a variety of ingredients and methods common to traditional Thai cuisine. Additional cost for weekly ingredients – discussed at class. Bring $25 to first class.

Tipaporn Straubhaar
6 sessions, Mon 10 Feb - 17 Mar 6.30PM - 8.30PM
$ 185
Carlingford High School

The Cheesemaking Workshop
Make camembert, fetta, mascarpone, quark, ricotta and a Greek style yoghurt and learn basic cheesemaking techniques.

David Meagher
1 session, Sat 8 Feb 10AM - 4PM
$ 210
Carlingford High School

Viva Italian Cooking
Learn how to make a great range of delicious and authentic Italian entrees, mains and desserts.

Antonella Floyd
5 sessions, Thurs 20 Feb - 20 Mar 7PM - 9PM
$ 175
Carlingford High School

Key:
- Hawkesbury area
- Blacktown area
- Carlingford area
- Chatswood area

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Leisure

House, Garden and DIY

Do-It-Yourself

Decks and Pergolas
Covers council regulations, set-out, ordering materials, woodworking skills, construction principles and roofing materials.

Wayne Elton
1 session, Sat 8 Mar
10AM - 4PM
$150
MCC Carlingford

Home Painting Skills Workshop
Gain the basic skills and knowledge to prepare and paint your house inside and out. Topics include preparation techniques and products, paint selection and hazards.

Wayne Elton
1 session, Sat 15 Mar
9.30AM - 12.30PM
$65
MCC Carlingford

Paving Techniques
Covers site preparation, materials, landscaping, laying methods for driveways and around your home, plus pattern and edge restraints.

James Stevenson
1 session, Sat 1 Mar
10AM - 2PM
$75
MCC Carlingford

Furniture Restoration

Furniture Restoration and French Polishing
Work on your own furniture and learn the basic processes of stripping, surface preparation, staining and filling.

Oliver Steel
8 sessions, Tues 11 Feb - 1 Apr
7PM - 9PM
$245
Carlingford High School

Ron Siebert
8 sessions, Thurs 13 Feb - 3 Apr
7PM - 9PM
$245
Epping Guide Hall

3 sessions, Sat 8 Mar - 22 Mar
9.30AM - 1.30PM
$175
Epping Guide Hall

Upholstery

Learn the art of upholstery, and how to restore and renew your furniture with expert tuition. Practical course.

Ray Rodham
8 sessions, Thurs 13 Feb - 3 Apr
7PM - 9PM
$235
Carlingford High School

8 sessions, Tues 11 Feb - 1 Apr
7PM - 9PM
$235
Carlingford High School

Gardening & Sustainable Living

Basic Garden Design Workshop
Planning a garden makeover or renovation? Join an experienced Garden Designer and find out all about the basics of garden design including styles, sustainable design, site analysis, plant selection and more.

Belinda Thackeray
1 session, Sat 29 Mar
10AM - 12PM
$60
Eden Gardens, North Ryde

Continuous Colour Garden Design Workshop
Explore the basics of garden design using different styles and colour themes, focal points, features and plant selection.

Belinda Thackeray
1 session, Fri 14 Feb
10AM - 12PM
$60
Eden Gardens, North Ryde

Gardening Skills – Stage 1
Covers plant selection, planting, watering, soils, pest and weed control.

Belinda Thackeray
5 sessions, Wed 5 Feb - 5 Mar
10AM - 12PM
$175
Eden Gardens, North Ryde

Gardening Skills – Stage 2
Covers organic, permaculture, irrigation, garden features and challenging environments.

Belinda Thackeray
3 sessions, Wed 12 Mar - 26 Mar
10AM - 12PM
$175
Eden Gardens, North Ryde

Kitchen Gardens Workshop
Learn how to grow your own herbs and vegetables. Topics covered include: different plant varieties, planting times, site selection, soil preparation, cultivation and plant care. Includes a hands-on propagation session.

Belinda Thackeray
1 session, Sat 12 Apr
10AM - 12PM
$60
Eden Gardens, North Ryde

Perfect Produce Gardening
Learn about fruit, vegetable and herb production for backyards and balconies. Explore different varieties, planting times, site selection, soil preparation, cultivation and plant care.

Belinda Thackeray
3 sessions, Fri 28 Feb - 14 Mar
10AM - 12PM
$145
Eden Gardens, North Ryde

Permaculture
Permaculture design for inner city urban landscapes, communities, small hobby farms or broadacre agriculture. We will also cover appropriate technologies, water management, landscape design, soil building, plant selection and wilderness management.

Eric Brocken
2 sessions, Sat 15 Feb - 22 Feb
10AM - 3PM
$105
Hawkesbury EarthCare Centre

Planning your Agribusiness
A good business plan for your agribusiness is fundamental to its success and sustainability. Discover the process of creating a solid, well-structured plan tailored to your business.

Eric Brocken
1 session, Sat 15 Mar
9.30AM - 12.30PM
$65
MCC Hawkesbury

Produce in Pots Workshop
You don’t need a lot of space to grow your own fresh produce at home. Join a horticulturist and find out how to grow fruit, vegetables and herbs in pots. Uncover the basics of potting mixes, fertilisers, pest and disease control. Morning tea and notes included.

Belinda Thackeray
1 session, Fri 21 Mar
10AM - 12PM
Eden Gardens, North Ryde

Property and Investment

Property Styling - Secrets of a Property Stylist!
Maximise the value of your home! Property styling helps to prepare your home for sale by accentuating its advantages through the use of interior design techniques.

Monika Tasonyi
1 session, Sat 22 Feb
10AM - 2PM
$115
MCC Carlingford

Pet Care

Dog Grooming Basics
Learn basic dog grooming for short and long coated dogs. Course includes hands-on practice of small dog brushing, washing, drying, clipping coats and nails, ear cleaning, flea and tick protection. Only students who have completed the Dog Grooming Basics workshop may enrol in Stage 2.

Sophie Bush
1 session, Sun 16 Feb
9.30AM - 1PM
$99
Brush Farm Campus, Eastwood

1 session, Sun 16 Mar
9.30AM - 1PM
$99
Brush Farm Campus, Eastwood

1 session, Sun 30 Mar
9.30AM - 1PM
$99
Brush Farm Campus, Eastwood

Stage 2 - Clip your dog
1 session, Sun 16 Feb
2PM - 3.30PM
$88
Brush Farm Campus, Eastwood

1 session, Sun 30 Mar
2PM - 3.30PM
$88
Brush Farm Campus, Eastwood

Woodwork

Woodwork - Create It With Wood!
Bring your woodwork ideas, sketches and drawings or choose from a range of pre-made plans.

Nick Bell
8 sessions, Mon 10 Feb - 31 Mar
6.30PM - 9PM
$265
Epping Boys High School

Please enrol at least 5 days prior to course commencement date | More information about courses available online
### Outdoor Activities

#### Bushwalks - Sunday Adventure Walks

**Enrol in all 4 bushwalks at a discounted price!**

<table>
<thead>
<tr>
<th>Bushwalk</th>
<th>Details</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bushwalk 1 - Manly Dam - Gulgadja Muru</strong></td>
<td>Journey through the lush forest of Manly Dam Reserve and discover a number of Aboriginal sites. Easy/moderate: Non-challenging. 10km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 2 - Tudibaring Head to The Skillion</strong></td>
<td>Discover pristine beaches, natural coastal geology and visit an enormous sandstone amphitheatre that overlooks the sea. Moderate-slightly challenging (moderate rock-hopping and a technical section). 12 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 3 - Bass Point</strong></td>
<td>Discover beautiful sandy beaches, rugged coast line and secluded coves. Moderate hard - challenging (includes some moderate rock hopping with small off-track sections). 10 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 4 - Mount Solitary</strong></td>
<td>Climb the ruined castle, a rocky outcrop and the rugged and majestic Mount Solitary, one of the grand icons of the Blue Mountains World Heritage Area. Moderate hard - challenging. (includes occasional steep sections). 14km.</td>
<td>$35</td>
</tr>
</tbody>
</table>

#### Walks - Discovering Sydney Suburbs - Newtown

**Visit to the recently upgraded Railway Station, wide range of shopping and food outlets. Visit to St Stephens Cemetery included.**

<table>
<thead>
<tr>
<th>Walk</th>
<th>Details</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bushwalk 1</strong></td>
<td>Journey through the lush forest of Manly Dam Reserve and discover a number of Aboriginal sites. Easy/moderate: Non-challenging. 10km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 2</strong></td>
<td>Discover pristine beaches, natural coastal geology and visit an enormous sandstone amphitheatre that overlooks the sea. Moderate-slightly challenging (moderate rock-hopping and a technical section). 12 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 3</strong></td>
<td>Discover beautiful sandy beaches, rugged coast line and secluded coves. Moderate hard - challenging (includes some moderate rock hopping with small off-track sections). 10 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 4</strong></td>
<td>Climb the ruined castle, a rocky outcrop and the rugged and majestic Mount Solitary, one of the grand icons of the Blue Mountains World Heritage Area. Moderate hard - challenging. (includes occasional steep sections). 14km.</td>
<td>$35</td>
</tr>
</tbody>
</table>

#### Walks - Discovering Sydney Suburbs - Hornsby

**Visit the Court House, Council Chambers, Library, Lisgar Gardens, the Odeon Cinema, Water clock and other well-known sites.**

<table>
<thead>
<tr>
<th>Walk</th>
<th>Details</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bushwalk 1</strong></td>
<td>Journey through the lush forest of Manly Dam Reserve and discover a number of Aboriginal sites. Easy/moderate: Non-challenging. 10km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 2</strong></td>
<td>Discover pristine beaches, natural coastal geology and visit an enormous sandstone amphitheatre that overlooks the sea. Moderate-slightly challenging (moderate rock-hopping and a technical section). 12 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 3</strong></td>
<td>Discover beautiful sandy beaches, rugged coast line and secluded coves. Moderate hard - challenging (includes some moderate rock hopping with small off-track sections). 10 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 4</strong></td>
<td>Climb the ruined castle, a rocky outcrop and the rugged and majestic Mount Solitary, one of the grand icons of the Blue Mountains World Heritage Area. Moderate hard - challenging. (includes occasional steep sections). 14km.</td>
<td>$35</td>
</tr>
</tbody>
</table>

#### Walks - Discovering Sydney Suburbs - Hornsby

**Visit the Court House, Council Chambers, Library, Lisgar Gardens, the Odeon Cinema, Water clock and other well-known sites.**

<table>
<thead>
<tr>
<th>Walk</th>
<th>Details</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bushwalk 1</strong></td>
<td>Journey through the lush forest of Manly Dam Reserve and discover a number of Aboriginal sites. Easy/moderate: Non-challenging. 10km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 2</strong></td>
<td>Discover pristine beaches, natural coastal geology and visit an enormous sandstone amphitheatre that overlooks the sea. Moderate-slightly challenging (moderate rock-hopping and a technical section). 12 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 3</strong></td>
<td>Discover beautiful sandy beaches, rugged coast line and secluded coves. Moderate hard - challenging (includes some moderate rock hopping with small off-track sections). 10 km.</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Bushwalk 4</strong></td>
<td>Climb the ruined castle, a rocky outcrop and the rugged and majestic Mount Solitary, one of the grand icons of the Blue Mountains World Heritage Area. Moderate hard - challenging. (includes occasional steep sections). 14km.</td>
<td>$35</td>
</tr>
</tbody>
</table>

### Photography

#### Digital Photography - Level 2

Covers more advanced settings, artistic, technical and practical aspects of photography i.e. lighting, exposure, flash, composition, portraits, action, night, landscapes and travel. Prerequisite Level 1 course.

**Course Details:**
- **Dr Zen Loy**
  - 1 session, Sun 23 Feb - 2 Mar 8.30AM - 4PM Metropolitan - Regional
  - $120

#### Digital Photography - Intermediate

This course explores creative applications of photography and explores the use of light, exposure, flash, macro and composition.

**Course Details:**
- **Julie Willis**
  - 8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM MCC Hawkesbury
  - $185

#### Photography - Manly and Shelley Beach Day Trip

Take photos of historic buildings, landscapes and wildlife. Learn how to best frame your shot and select the best settings.

**Course Details:**
- **Julie Willis**
  - 1 session, Sat 22 Feb - 23 Feb 9.30AM - 2.30PM Newtown Railway Station
  - $190

#### Photography DSLR - Introduction

Practise using lighting, colour, electronic flash and a variety of lenses with your own DSLR camera. Darkroom work not included. No class held on Monday 10 February.

**Course Details:**
- **Andrew Shaw**
  - 8 sessions, Mon 3 Feb - 31 Mar 7PM - 9PM MCC Chatswood
  - $235

### Video Production DSLR

Topics covered include: understanding and setting the camera for optimum results; proper camera handling for video production; tripods and filters; auto editing and completion.

**Course Details:**
- **Serge Golikov**
  - 8 sessions, Thurs 13 Feb - 3 Apr 7PM - 9PM MCC Hawkesbury
  - $185

### Photography

#### Digital Photography - Level 2

Covers more advanced settings, artistic, technical and practical aspects of photography i.e. lighting, exposure, flash, composition, portraits, action, night, landscapes and travel. Prerequisite Level 1 course.

**Course Details:**
- **Dr Zen Loy**
  - 1 session, Sat 22 Feb - 23 Feb 9.30AM - 4.30PM MCC Chatswood
  - $190

#### Digital Photography - Intermediate

This course explores creative applications of photography and explores the use of light, exposure, flash, macro and composition.

**Course Details:**
- **Julie Willis**
  - 8 sessions, Tues 11 Feb - 1 Apr 7PM - 9PM MCC Hawkesbury
  - $185

#### Photography - Manly and Shelley Beach Day Trip

Take photos of historic buildings, landscapes and wildlife. Learn how to best frame your shot and select the best settings.

**Course Details:**
- **Julie Willis**
  - 1 session, Sat 22 Feb - 23 Feb 11.30AM - 4.30PM Circular Quay
  - $215

#### Photography DSLR - Introduction

Practise using lighting, colour, electronic flash and a variety of lenses with your own DSLR camera. Darkroom work not included. No class held on Monday 10 February.

**Course Details:**
- **Andrew Shaw**
  - 8 sessions, Mon 3 Feb - 31 Mar 7PM - 9PM MCC Chatswood
  - $235

#### Photography SLR - Introduction

Learn SLR operation, control, exposure, focus, composition, how to shoot landscape, portrait, close-up, event, and sport photography. Four 2.5 hour classroom sessions complemented by two 3 hour external excursions.

**Course Details:**
- **Christian Wright**
  - 6 sessions, Mon 10 Feb - 17 Mar 6.30PM - 9PM Carlingford High School
  - $215

#### Video Production DSLR

Topics covered include: understanding and setting the camera for optimum results; proper camera handling for video production; tripods and filters; auto editing and completion.

**Course Details:**
- **Serge Golikov**
  - 8 sessions, Thurs 13 Feb - 3 Apr 7PM - 9PM MCC Hawkesbury
  - $185

#### Picture Framing

Learn basic techniques of precision framing for photographs and paintings. Additional costs discussed at first class.

**Course Details:**
- **Rhonda Redding**
  - 6 sessions, Mon 17 Feb - 24 Mar 7PM - 9PM Carlingford High School
  - $165

For more information about our classes visit [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au) or call us on 8845 8888

Phone 02 8845 8888 or enrol online at [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au)
Our lifestyle courses have been designed to help you to reach personal goals, relax, renew and enjoy life, or learn how to understand others. We offer a diverse range of classes from family issues such as aging, or how to improve health & nutrition. You may want to learn more effectively about yourself and personal issues, or how to help your family, or general history. Gain more knowledge about buying or selling property – a hot topic in Sydney!

**Ageing**

### 55+ years: What’s Next - Intro Workshop

Gain the skills and strategies needed to flourish and attain fulfillment in these potentially best years of life.

- **Wendy Walters**
  - **1 session, Sat 8 Mar**
  - **$75**
  - **MCC Hawkesbury**

**Communication Skills Using NLP**

Improve communication with your family, friends, colleagues and partner. Refine and enhance your communications skills, increase assertiveness and eliminate negative habits.

- **Toni Payne**
  - **1 session, Sat 22 Feb**
  - **$145**
  - **MCC Chatswood**

### 55+ years: Boost your Longevity - Become an Elder!

Learn why being an ‘elder’ is our role in the third stage of lives; what it takes to become and inspiring and engaged ‘elder’, and the number of ways to express being an ‘elder’.

- **Meg Evans**
  - **1 session, Sat 8 Mar**
  - **$85**
  - **MCC Chatswood**

### Caring For Your Aged Family

Learn how to maintain the independence of elderly people, so they can stay at home for longer.

- **Elizabeth Mannes**
  - **4 sessions, Thurs 13 Feb - 6 Mar**
  - **$80**
  - **Richmond Club**

### Astrology - Understanding Yourself and Others

Students will learn the origins of Astrology, examine each of the 12 star signs and cover the houses of the zodiac, moon signs, rising signs and planetary influences.

- **Lawrence (John) Hargrave**
  - **2 sessions, Sat 15 Feb - 22 Feb**
  - **$175**
  - **MCC Carlingford**

### Back to Basics

All the grammar you missed, or have forgotten, brought back to life in a fun-filled, step-by-step course. If you suspect your clients or colleagues might not be seeing your full potential because of poorly-written emails or correspondence, this course is for you! This course is aimed at fluent speakers of English. This is not an ESL course.

- **Dale Rees-Bevan**
  - **2 sessions, Thurs 20 Feb - 27 Feb**
  - **$99**
  - **Brush Farm Campus, Eastwood**

### Come Alive with Colour

Learn how to project confidence and master the art of illusion through colour and contrast. You will discover the best clothing and makeup colours that best suit you.

- **Wendy Walters**
  - **1 session, Sat 8 Mar**
  - **$90**
  - **MCC Chatswood**

### Heal your Critical Inner Voice and SHINE with EFT

Discover how to identify and address your inner critical voice using EFT (Emotional Freedom Technique). Improve your wellbeing and happiness by achieving your goals.

- **Kathryn Hand**
  - **6 sessions, Mon 17 Feb - 24 Mar**
  - **$150**
  - **Hills Hypnotherapy**

### Presentation Skills and Public Speaking

Improve your self-esteem and gain practical experience controlling nervousness, maintaining eye contact, actively listening and using a microphone.

- **Thomasina Fransen**
  - **4 sessions, Wed 19 Feb - 12 Mar**
  - **$175**
  - **Brush Farm Campus, Eastwood**
  - **1 session, Sat 1 Mar**
  - **$145**
  - **MCC Carlingford**

### Stop Procrastinating Now!

This workshop uses neuro-linguistic programming (NLP) techniques to uncover the reasons why you procrastinate. It will help you change those underlying causes so that you no longer procrastinate.

- **Toni Payne**
  - **1 session, Sat 8 Mar**
  - **$85**
  - **MCC Chatswood**

### Tarot Cards

This workshop explores the origin and use of Tarot cards to predict the future. Discover the major and minor arcana and their divinity significance. BYO Tarot cards if you have them.

- **Lucille Hartshorne**
  - **1 session, Sat 22 Feb**
  - **$99**
  - **MCC Carlingford**

### Vocal Improvement and Effective Communication

Use speech exercises to find your voice’s potential while building your presentation skills, confidence and communication skills.

- **Paul Taylor**
  - **1 session, Sat 8 Mar**
  - **$135**
  - **Fix Australia, Chatswood**

### Health and Nutrition

**Conquer your Weight Struggle**

Discover two of the best techniques to help you lose weight in your own way, free of diets, pills and surgery. Eliminate cravings and deal with emotional drivers. Improve your self-image, increase motivation for exercise and reduce food intake to feel fuller for longer.

- **Kathryn Hand**
  - **2 sessions, Sat 1 Mar - 8 Mar**
  - **$150**
  - **Hills Hypnotherapy**

### Detox the Natural Way

Our bodies are continually loaded with toxins. Learn to de-tox, using natural healthy foods, to help the body remove these toxins. Boost weight loss, feel healthier and recover from lingering health problems.

- **Paul Taylor**
  - **1 session, Sat 29 Mar**
  - **$85**
  - **Fix Australia, Chatswood**

### Learn to Massage

Learn the beneficial ways in which massage can proactively combat common ailments, relieve stress, dissolve muscle tension and improve circulation. Course covers massage therapy and basic anatomy.

- **Paul Taylor**
  - **1 session, Sat 15 Mar**
  - **$99**
  - **Fix Australia, Chatswood**

### NLP for Weight Loss

Use neuro-linguistic programming (NLP) techniques to change the way you think about food. NLP is a series of techniques, based on the way your brain processes information.

- **Toni Payne**
  - **1 session, Sat 15 Feb**
  - **$85**
  - **MCC Chatswood**

### Remedial and General Massage: An Introduction

Learn to isolate problem areas and apply appropriate techniques to help with tension, headaches, stiffness and painful muscles.

- **Greg Derwin**
  - **1 session, Sat 22 Feb**
  - **$145**
  - **Brush Farm Campus, Eastwood**

---

Please enrol at least 5 days prior to course commencement date | More information about courses available online
Disability Programs

Property and Investment

Australian Law for Seniors (NEW)
This course covers topics such as understanding government and establishing business entities, understanding the health industry (nursing homes and insurance), family law; property matters; retirement units; powers of attorney; wills and testaments.

Barry Wall
8 sessions, Mon 10 Feb - 31 Mar
9.30AM -11.30AM
MCC Hawkesbury
$ 185

Buying and Selling Property - An Insider’s Guide
Want to know how much your home is worth, which agent to choose or how to know when to make an offer? Gain the knowledge you need to feel confident whether you are looking to buy or sell a home.

Laura Powell
1 session, Sat 1 Mar
10AM - 2.30PM
MCC Carlingford
$ 150

Financial Planning for Women
Covers key financial planning issues such as investments, debt, superannuation, salary packing, risk management, cash flow management, estate planning, divorce and taxation.

James Jagodnik
1 session, Mon 17 Feb
$ 65

Property Investing for Wealth Creation
Learn about effective structuring; trusts; lending - banks or broker; interest only or principle and interest; lenders mortgage insurance; negative gearing and other tax implications.

James Jagodnik
1 session, Mon 3 Mar
$ 65

Self - Managed Super Funds
Learn about the benefits of investing, tax management, estate planning, pension strategies, RBLs and risk management.

James Jagodnik
1 session, Mon 10 Feb
$ 65

Share Investment Methods
This course critiques the basic investment theories and investor’s psychology. It provides you with a workable research framework and shows you how to implement an investment plan, with a risk management strategy.

Lawrence Lam
4 sessions, Thurs 20 Feb - 13 Mar
6.30PM - 9PM
MCC Chatswood
$ 165

Successful Stockmarket Investing
Learn about types of shares, placing orders correctly, increasing your after-tax income from shares, online trading, IPO’s, managed funds, portfolio construction and share analysis. Education provided, no investment advice given.

James Jagodnik
1 session, Mon 24 Feb
$ 65

Writing a Winning Grant Application
A practical guide to grant writing for any organisation seeking funds by applying for grants. Aimed at first-time writers and those looking for guidance on the grant writing process.

Keith Whelan
1 session, Mon 10 Feb
6PM - 9PM
Carlingford High School
$ 65

Disability Programs

Art and Drawing
Learn to draw and express yourself through art. You will be encouraged to discover your own artistic potential. Includes materials.

Rose Marosszeky
8 sessions, Mon 10 Feb - 31 Mar
7PM - 9PM
Minimbah
$ 88

Basic Cooking Skills
Learn the basic skills of preparing simple, healthy meals e.g. salads, sandwiches and finger foods. Participants must be able to handle kitchen utensils such as graters, knives and cutting boards. All ingredients and recipes supplied.

Teresa Avedillo
8 sessions, Tues 11 Feb - 1 Apr
7PM - 9PM
Minimbah
$ 120

Dancing
Have fun making new friends and enjoy dancing to all your favourite music and songs.

Emese Turchanyi
8 sessions, Mon 10 Feb - 31 Mar
7PM - 9PM
Minimbah
$ 88

Multi - Sports
A skills based sports program focused on fun, success and total participation. Modified equipment is used to introduce students to the game. Sports include: cricket, tennis, basketball, golf and soccer. If raining class will be held indoors.

Andrew Hill
10 sessions, Mon 3 Feb - 7 Apr
5.30PM - 6.30PM
St Anthony’s Courts, Marsfield
$ 110

Music
Do you enjoy using simple musical instruments, body percussion and making music? Then come and join in the fun listening, singing and relaxing to music and songs that you like.

David Ngui
8 sessions, Mon 10 Feb - 31 Mar
7PM - 9PM
Minimbah
$ 88

Important: These courses are designed for people with an intellectual disability. Please ensure arrangements are made to transport students to and from course venues throughout the term.

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au
Finding your level

Due to variances in the levels of difficulty between languages, you may achieve more or less in one level than you would in the same level for a different language.

Travel Introduction
Designed to provide travellers with a survival vocabulary. Some basic language skills in the language required. Includes cultural information.

Travel Continuing
This level assumes you have completed a 16 hour or one term Travellers – Introduction course, or have a basic knowledge of the language, either through travel or contact with family.

Level 1
For beginners with little or no knowledge of the language.

Level 2
You have completed a 16 hour or introductory course or have a basic knowledge of the language either through travel or contact with family.

Level 3
You have completed at least 32 hours or two terms of recent study in the language and are acquainted with the content of the level 2 courses.

Level 4
You have completed at least 48 hours or three terms of tuition. At this level, you are expected to have a basic grasp of the language and an understanding of its grammatical rules.

Level 5
You have completed at least one year of tuition. You will need to have a reasonable command of the language and parts of the class will be conducted in the language you are studying.

Level 6-9
Largely conducted in the language you are studying. Perfect specific areas of grammar, and vocabulary. Opportunity to practice conversation at an advanced level.

Conversation - Level 1-2
For beginners and those who have some basic language skills. Practice conversation skills.

Conversation - Level 3-4
You are acquainted with the content of level 1 & 2 courses. Opportunity to practice conversation skills.
<table>
<thead>
<tr>
<th>Level</th>
<th>Fee</th>
<th>Tutor</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>German</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>German Level 1</td>
<td>$225</td>
<td>Marion Oataway</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>German Level 2</td>
<td>$245</td>
<td>Hanno Klaehn</td>
<td>9</td>
<td>Thurs 6 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>German Level 3</td>
<td>$245</td>
<td>Hanno Klaehn</td>
<td>9</td>
<td>Wed 5 Feb - 2 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>German Level 7</td>
<td>$225</td>
<td>Lieselotte Mardell</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td><strong>Hindi</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hindi Level 1</td>
<td>$225</td>
<td>Savita Gupta</td>
<td>8</td>
<td>Sat 15 Feb - 5 Apr</td>
<td>9.30am-11.30am</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td><strong>Italian</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Italian for Travellers</td>
<td>$225</td>
<td>Luigi Ghioatto</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Italian Level 1</td>
<td>$245</td>
<td>Maria Quai</td>
<td>9</td>
<td>Thurs 6 Feb - 3 Apr</td>
<td>9.30am-11.30am</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Italian Level 1</td>
<td>$245</td>
<td>Maria Quai</td>
<td>9</td>
<td>Wed 5 Feb - 2 Apr</td>
<td>7pm-9pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Italian Level 2</td>
<td>$225</td>
<td>Alessio Amasio</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Italian Level 2</td>
<td>$225</td>
<td>Maria Quai</td>
<td>9</td>
<td>Thurs 6 Feb - 3 Apr</td>
<td>12pm-2pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Italian Level 3</td>
<td>$225</td>
<td>Alessio Amasio</td>
<td>8</td>
<td>Wed 5 Feb - 26 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Italian Level 3</td>
<td>$245</td>
<td>Maria Quai</td>
<td>9</td>
<td>Wed 5 Feb - 2 Apr</td>
<td>10am-12pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Italian Level 4</td>
<td>$245</td>
<td>Maria Quai</td>
<td>9</td>
<td>Thurs 6 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Italian Level 5</td>
<td>$225</td>
<td>Maria Quai</td>
<td>9</td>
<td>Tues 6 Feb - 3 Apr</td>
<td>10am-12pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Italian Level 6</td>
<td>$225</td>
<td>Maria Quai</td>
<td>9</td>
<td>Tues 4 Feb - 25 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Italian Level 9</td>
<td>$245</td>
<td>Maria Quai</td>
<td>9</td>
<td>Thurs 6 Feb - 3 Apr</td>
<td>5pm-7pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td><strong>Japanese</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Japanese Level 1</td>
<td>$225</td>
<td>Ryoko Funamoto</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Japanese Level 1</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>10am-12pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 2</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 2</td>
<td>$225</td>
<td>Ryoko Funamoto</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Japanese Level 3</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Fri 14 Feb - 4 Apr</td>
<td>10am-12pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 3</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>10am-12pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 3</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>7pm-9pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 5/6</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>10am-12pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Japanese Level 7</td>
<td>$225</td>
<td>Junko Horikawa</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td><strong>Korean</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Korean Level 1</td>
<td>$225</td>
<td>Yong-Ju Rue</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>5.30pm-7.30pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Korean Level 1</td>
<td>$225</td>
<td>Jungsook Moon</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Korean Level 2</td>
<td>$225</td>
<td>Jungsook Moon</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Korean TOPIK Exam</td>
<td>$225</td>
<td>Jungsook Moon</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Preparation Stage 1</td>
<td>$225</td>
<td>Jungsook Moon</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td><strong>Portuguese</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Portuguese Level 1</td>
<td>$210</td>
<td>Rafael Poli</td>
<td>5</td>
<td>Sat 15 Feb - 15 Mar</td>
<td>10am-1pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td><strong>Spanish</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish for Seniors - Beginners</td>
<td>$165</td>
<td>Amparo LeNepeu</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>10am-11.30am</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td>Spanish for Travellers Introductory</td>
<td>$210</td>
<td>Jennifer Birtwistle Zaplana</td>
<td>5</td>
<td>Wed 12 Feb - 2 Apr</td>
<td>10am-1pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Spanish for Travellers Introductory</td>
<td>$210</td>
<td>Amparo Piejak</td>
<td>5</td>
<td>Sat 15 Feb - 15 Mar</td>
<td>9.30am-12.30pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Spanish Level 1</td>
<td>$225</td>
<td>Amparo LeNepeu</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Spanish Level 1</td>
<td>$225</td>
<td>Pilar Betanzos Alonso</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Spanish Level 1</td>
<td>$225</td>
<td>Amparo Piejak</td>
<td>8</td>
<td>Wed 12 Feb - 2 Apr</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Spanish Level 2</td>
<td>$225</td>
<td>Jennifer Birtwistle Zaplana</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Spanish Level 2</td>
<td>$225</td>
<td>Pilar Betanzos Alonso</td>
<td>8</td>
<td>Tues 11 Feb - 1 Apr</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Spanish Level 3</td>
<td>$245</td>
<td>Pilar Betanzos Alonso</td>
<td>9</td>
<td>Wed 12 Feb - 9 Apr</td>
<td>7pm-9pm</td>
<td>Carlingford High School</td>
</tr>
<tr>
<td>Spanish Level 3</td>
<td>$225</td>
<td>Amparo Piejak</td>
<td>8</td>
<td>Mon 10 Feb - 31 Mar</td>
<td>7pm-9pm</td>
<td>Brush Farm Campus, Eastwood</td>
</tr>
<tr>
<td>Spanish Level 6</td>
<td>$225</td>
<td>Jennifer Birtwistle Zaplana</td>
<td>8</td>
<td>Thurs 13 Feb - 3 Apr</td>
<td>10am-12pm</td>
<td>MCC Carlingford</td>
</tr>
<tr>
<td>Spanish Level 7</td>
<td>$225</td>
<td>Maria Wacketti</td>
<td>8</td>
<td>Thurs 6 Feb - 27 Mar</td>
<td>10am-12pm</td>
<td>MCC Chatswood</td>
</tr>
<tr>
<td><strong>Thai</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thai for Travellers</td>
<td>$75</td>
<td>Tipaporn Straubhaar</td>
<td>2</td>
<td>Sat 22 Feb - 1 Mar</td>
<td>9.30am-12.30pm</td>
<td>MCC Carlingford</td>
</tr>
</tbody>
</table>

For more information about our classes visit www.macquarie.nsw.edu.au or call us on 8845 8888
<table>
<thead>
<tr>
<th>Venues</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accent on Music</td>
<td>First floor, 18 Glen St, Eastwood</td>
</tr>
<tr>
<td>Alan Walker Retirement Village</td>
<td>1 Dalmar Place, Carlingford</td>
</tr>
<tr>
<td>AMEP Blacktown</td>
<td>Level 2, 125 Main St, Blacktown</td>
</tr>
<tr>
<td>AMEP Erington</td>
<td>Suite 68/10 Betty Cuthbert Ave, Erington</td>
</tr>
<tr>
<td>AMEP Mt Druitt</td>
<td>53-55 Hythe St, Mt Druitt</td>
</tr>
<tr>
<td>Bass Point</td>
<td>Parking Area, southern end of John Street, Shellharbour</td>
</tr>
<tr>
<td>Beecroft Presbyterian Church Hall</td>
<td>6 Welham Street, Beecroft</td>
</tr>
<tr>
<td>Beecroft Studio</td>
<td>35 Bingara Rd, Beecroft</td>
</tr>
<tr>
<td>BodyBeat Dance Studio</td>
<td>1087 Victoria Rd (Upstairs), West Ryde</td>
</tr>
<tr>
<td>Boronia Park Public School</td>
<td>113 Pittwater Road, Gladesville</td>
</tr>
<tr>
<td>Brickpit Sports Stadium</td>
<td>1 Dartford Road, Thornleigh</td>
</tr>
<tr>
<td>Brush Farm Campus</td>
<td>19 Lawson Street, Eastwood</td>
</tr>
<tr>
<td>Brush Park Bowling Club</td>
<td>Cnr Rutledge &amp; Marsden Road, Dundas</td>
</tr>
<tr>
<td>Carlingford Campus</td>
<td>263 Marsden Rd, Carlingford</td>
</tr>
<tr>
<td>Carlingford High School</td>
<td>547 North Rocks Rd (Epping side), Carlingford</td>
</tr>
<tr>
<td>Chatswood Campus</td>
<td>Level 1, 8 Thomas St, Chatswood</td>
</tr>
<tr>
<td>Chatswood High School</td>
<td>24 Centennial Ave, Chatswood</td>
</tr>
<tr>
<td>Cherrybrook Public School</td>
<td>131 New Line Rd, Cherrybrook</td>
</tr>
<tr>
<td>Circular Quay</td>
<td>Wharf 5, Circular Quay</td>
</tr>
<tr>
<td>Coffee Galleria Pty Ltd</td>
<td>12/86-88 Falconer St, West Ryde</td>
</tr>
<tr>
<td>Eden Gardens</td>
<td>301-307 Lane, Cove Road, North Ryde</td>
</tr>
<tr>
<td>Epping Boys High School</td>
<td>213 Vimiera Rd, Eastwood</td>
</tr>
<tr>
<td>Epping Creative Centre, Dence Park</td>
<td>26 Stanley Road, Epping</td>
</tr>
<tr>
<td>Epping Guide Hall</td>
<td>Cnr Brigg &amp; Blaxland Rds, Epping</td>
</tr>
<tr>
<td>Fix Australia</td>
<td>319 Penshurst Street, Chatswood</td>
</tr>
<tr>
<td>Hawkesbury Campus</td>
<td>Bldg K7, Vines Dr, (UWS Hawkesbury Campus) Hobartville</td>
</tr>
<tr>
<td>Hawkesbury EarthCare Centre</td>
<td>Cnr Campus Drive &amp; Science Road (UWS Hawkesbury Campus), Richmond</td>
</tr>
<tr>
<td>Hills Hypnotherapy</td>
<td>Suite 17 Thorry’s Arcade, 562 Pennant Hills</td>
</tr>
<tr>
<td>Karonga School</td>
<td>Karonga Close (off Dent St), Epping</td>
</tr>
<tr>
<td>Macquarie Town Walk – Richmond</td>
<td>Richmond Railway Station, Market Street, Richmond</td>
</tr>
<tr>
<td>Macquarie Town Walk – Windsor</td>
<td>Windsor Railway Station, George Street, Windsor</td>
</tr>
<tr>
<td>Manly Dam-Gulgadya Muru</td>
<td>Manly Dam Reserve, Picnic Area Carpark, Section 4, Sir Roden Cutler VC Memorial Drive (off King Street), Manly Vale</td>
</tr>
<tr>
<td>MCC Carlingford</td>
<td>263 Marsden Rd, Carlingford</td>
</tr>
<tr>
<td>MCC Chatswood</td>
<td>Level 1, 8 Thomas St, Chatswood</td>
</tr>
<tr>
<td>MCC Hawkesbury</td>
<td>Bldg K7, Vines Dr, (UWS Hawkesbury Campus) Hobartville</td>
</tr>
<tr>
<td>Mount Solitary</td>
<td>Opposite Scenic World, Cliff Drive, Katoomba</td>
</tr>
<tr>
<td>Pennant Hills Community Centre</td>
<td>Cnr Yarrarra and Ramsay Rd, Pennant Hills</td>
</tr>
<tr>
<td>Minimbah Challenge Inc.</td>
<td>10 Vincentia St, Marsfield</td>
</tr>
<tr>
<td>Richmond Art Supplies</td>
<td>Magnolia Mall, 285 Windsor Rd, Richmond</td>
</tr>
<tr>
<td>Richmond Neighbourhood Centre</td>
<td>20 West Market Street, Richmond</td>
</tr>
<tr>
<td>Richmond Club</td>
<td>Cnr East Market St &amp; Francis Street, Richmond</td>
</tr>
<tr>
<td>Riverstone Neighbourhood Centre</td>
<td>9-21 Park Street, Riverstone</td>
</tr>
<tr>
<td>Riverstone Public School</td>
<td>Elizabeth Street, Riverstone</td>
</tr>
<tr>
<td>Ryde Parramatta Golf Club</td>
<td>1156 Victoria Road, West Ryde</td>
</tr>
<tr>
<td>Scout Hall, North Carlingford</td>
<td>Plympton Rd, North Carlingford</td>
</tr>
<tr>
<td>St Aidan’s Anglican Church Hall</td>
<td>30 Downing St, Epping</td>
</tr>
<tr>
<td>St Anthony’s Tennis Courts</td>
<td>54 Agincourt Rd (behind the church opposite Curzon Hall), Marsfield</td>
</tr>
<tr>
<td>The Ceramic Haven</td>
<td>75 Gilbert Rd, Castle Hill</td>
</tr>
<tr>
<td>Trafalgar Place Community Hall</td>
<td>Trafalgar Place, Marsfield</td>
</tr>
<tr>
<td>Tudibaring Head to the Skillion</td>
<td>Opposite Terrigal Pacific Hotel, Havenview Road, adjacent to Terrigal Drive, Terrigal</td>
</tr>
<tr>
<td>Walks - Discovering Sydney – Hornsby Concourse</td>
<td>Near the ticket vending machine, Hornsby Railway Station</td>
</tr>
<tr>
<td>Walks – Discovering Sydney – Newtown Concourse</td>
<td>Near the Ticket Vending Machine, Newtown Railway Station</td>
</tr>
<tr>
<td>West Ryde Baptist Church</td>
<td>1038 Victoria Rd (cnr Endeavour St), West Ryde</td>
</tr>
</tbody>
</table>

For a full list of venues please visit our website: www.macquarie.nsw.edu.au

We have chosen venues that have parking available or are close to public transport. More details will be provided when you enrol.

Please enrol at least 5 days prior to course commencement date | More information about courses available online
This elegant two storey historical mansion was renovated in 2007. It features a variety of rooms that are suitable for corporate or private functions, product launches, conferences, off site team building meetings, weddings, birthdays and exhibitions. Surrounded by beautiful landscaped gardens with an outdoor courtyard, it is perfect for your next outdoor function. Large kitchen and parking is available on site.

For further enquiries please contact Macquarie Community College via email at info@macquarie.nsw.edu.au

19 Lawson Street, Eastwood NSW. Ph: 02 8845 8888
**Business Training Centre – Courses Index**

<table>
<thead>
<tr>
<th>A</th>
<th>Academic English for Higher Education</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Adobe InDesign CS6</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Adobe Illustrator CS6</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Adobe Photoshop CS5</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Adobe Photoshop CS6</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Advanced Diploma of Management</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>AMEP</td>
<td>13</td>
</tr>
<tr>
<td>C</td>
<td>Beginners: Buying &amp; Selling on eBay</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Beginners: Computer Basics</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Build a Successful Internet Business</td>
<td>10</td>
</tr>
<tr>
<td>D</td>
<td>Diploma of Human Resources Management</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Diploma of Management</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Diploma of Marketing</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Diploma of Occupational Health and Safety</td>
<td>6</td>
</tr>
<tr>
<td>E</td>
<td>English for Jobseeking in Australia</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Everyday English</td>
<td>12</td>
</tr>
<tr>
<td>H</td>
<td>How to Prepare a Cash Flow Budget</td>
<td>7</td>
</tr>
<tr>
<td>I</td>
<td>IELTS Preparation</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Introduction to Bookkeeping</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Improve your Speaking and Listening Skills</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>iPad: Apple Pages, Numbers and Keynote</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>iPad: Making Movies &amp; Trailers</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPad Basics</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPad &amp; iPhone: Contacts, Calendars &amp; Reminders</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPad &amp; iPhone: iTunes &amp; iCloud</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPad &amp; iPhone: Photos and Videos</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPad and iPhone: Travel Project</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>iPhone Basics</td>
<td>8</td>
</tr>
<tr>
<td>L</td>
<td>Leadership Building High Performing Teams</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>LLN Upgrade for TAE40110</td>
<td>7</td>
</tr>
<tr>
<td>M</td>
<td>Microsoft Excel 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft Excel: Introduction</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Microsoft Outlook 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft PowerPoint 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft PowerPoint 2010: Introduction</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Microsoft Project 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft Publisher 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft Word 2010</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Microsoft Word 2010: Introduction</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>MYOB AccountRight v19</td>
<td>9/10</td>
</tr>
<tr>
<td></td>
<td>MYOB AccountRight v19: Introduction</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>MYOB AccountRight v19 for Payroll</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>MYOB AccountRight v19: Payroll Processing</td>
<td>7</td>
</tr>
<tr>
<td>P</td>
<td>Preparing for Work and Further Studies...</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Presentation &amp; Speaking in the Workplace</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Project Management Fundamentals</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Pronunciation and Oral Skills</td>
<td>12</td>
</tr>
<tr>
<td>S</td>
<td>Seniors: Computer Basics</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Seniors: Email &amp; Internet Skills</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Seniors: Facebook Basics</td>
<td>9</td>
</tr>
<tr>
<td>T</td>
<td>Tech Savvy Seniors</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Time Management</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Touch Typing: Introduction</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Touch Typing: Keyboard Skills</td>
<td>10</td>
</tr>
<tr>
<td>U</td>
<td>Understanding Financial Statements</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Upgrade TAA40104 to TAE40110</td>
<td>6</td>
</tr>
<tr>
<td>W</td>
<td>Windows 8: Introduction</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Written English for Work</td>
<td>12</td>
</tr>
</tbody>
</table>

For more information about our classes, please visit our website at [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au)

Please enrol at least 5 days prior to course commencement date | More information about courses available online
<table>
<thead>
<tr>
<th>Leisure and Lifestyle – Courses Index</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
</tr>
<tr>
<td>Abstract Painting</td>
</tr>
<tr>
<td>Adult Ballet</td>
</tr>
<tr>
<td>Adult Tap Dancing</td>
</tr>
<tr>
<td>African Drumming</td>
</tr>
<tr>
<td>Aquafitness</td>
</tr>
<tr>
<td>Argentine Tango</td>
</tr>
<tr>
<td>Astrology</td>
</tr>
<tr>
<td>Australian Law for Seniors</td>
</tr>
<tr>
<td><strong>B</strong></td>
</tr>
<tr>
<td>Back to Basics</td>
</tr>
<tr>
<td>Basic Drawing Techniques</td>
</tr>
<tr>
<td>Basic Garden Design Workshop</td>
</tr>
<tr>
<td>Beading</td>
</tr>
<tr>
<td>Bellydancing</td>
</tr>
<tr>
<td>Bollywood and Modern Indian Dance</td>
</tr>
<tr>
<td>Boxing for Fitness for Women</td>
</tr>
<tr>
<td>Bushwalks</td>
</tr>
<tr>
<td>Buying and Selling Property</td>
</tr>
<tr>
<td><strong>C</strong></td>
</tr>
<tr>
<td>Cake Decorating</td>
</tr>
<tr>
<td>Calligraphy</td>
</tr>
<tr>
<td>Camera Craft</td>
</tr>
<tr>
<td>Caring for your Aged Family</td>
</tr>
<tr>
<td>Ceramics</td>
</tr>
<tr>
<td>Cha Cha, Jive, Rumba and Samba</td>
</tr>
<tr>
<td>Cheesemaking Workshop</td>
</tr>
<tr>
<td>Chinese Mandarin</td>
</tr>
<tr>
<td>Come Alive with Colour</td>
</tr>
<tr>
<td>Communication Skills using NLP</td>
</tr>
<tr>
<td>Contemporary Chinese Brush Painting</td>
</tr>
<tr>
<td>Continuous Colour Garden Design</td>
</tr>
<tr>
<td>Conquer your Weight Struggle</td>
</tr>
<tr>
<td>Core Strength Yoga</td>
</tr>
<tr>
<td>Creative Writing</td>
</tr>
<tr>
<td><strong>D</strong></td>
</tr>
<tr>
<td>Decks and Pergolas</td>
</tr>
<tr>
<td>Detox the Natural Way</td>
</tr>
<tr>
<td>Digital Photography</td>
</tr>
<tr>
<td>Disability Programs</td>
</tr>
<tr>
<td>Dog Grooming Basics</td>
</tr>
<tr>
<td>Drawing for Beginners</td>
</tr>
<tr>
<td>Drawing Styles</td>
</tr>
<tr>
<td>Drawing and Painting</td>
</tr>
<tr>
<td>Dru Yoga</td>
</tr>
<tr>
<td><strong>E</strong></td>
</tr>
<tr>
<td>Exercise Anywhere</td>
</tr>
<tr>
<td><strong>F</strong></td>
</tr>
<tr>
<td>Family Cooking Memoir Book</td>
</tr>
<tr>
<td>Fashion Styling Workshop</td>
</tr>
<tr>
<td>Fencing</td>
</tr>
<tr>
<td>Financial Planning for Women</td>
</tr>
<tr>
<td>Flavours of the Middle East, Morocco and Greece</td>
</tr>
<tr>
<td>Floral Art</td>
</tr>
<tr>
<td>Folk and Decorative Art</td>
</tr>
<tr>
<td>French</td>
</tr>
<tr>
<td>Furniture Restoration and French Polishing</td>
</tr>
<tr>
<td>55+ years: Boost your Longevity</td>
</tr>
<tr>
<td>55+ years: What’s Next</td>
</tr>
<tr>
<td><strong>G</strong></td>
</tr>
<tr>
<td>Gardening Skills</td>
</tr>
<tr>
<td>German</td>
</tr>
<tr>
<td>Golf</td>
</tr>
<tr>
<td>Guitar</td>
</tr>
<tr>
<td><strong>H</strong></td>
</tr>
<tr>
<td>Hatha Yoga</td>
</tr>
<tr>
<td>Heat your Critical Inner Voice</td>
</tr>
<tr>
<td>Hindi</td>
</tr>
<tr>
<td>Home Painting Skills</td>
</tr>
<tr>
<td>How to Write and Publish That Book</td>
</tr>
<tr>
<td><strong>I</strong></td>
</tr>
<tr>
<td>Indian Cooking- Introduction</td>
</tr>
<tr>
<td>Interior Design and Decorating</td>
</tr>
<tr>
<td>Italian</td>
</tr>
<tr>
<td>Italian Pizza Making</td>
</tr>
<tr>
<td><strong>J</strong></td>
</tr>
<tr>
<td>Japanese</td>
</tr>
<tr>
<td><strong>K</strong></td>
</tr>
<tr>
<td>Kitchen Gardens Workshop</td>
</tr>
<tr>
<td>Korean</td>
</tr>
<tr>
<td>L</td>
</tr>
<tr>
<td>Latino Dance Fit</td>
</tr>
<tr>
<td>Latte Art</td>
</tr>
<tr>
<td>Learn to Massage</td>
</tr>
<tr>
<td><strong>M</strong></td>
</tr>
<tr>
<td>Macquarie Town Walk - Richmond</td>
</tr>
<tr>
<td>Macquarie Town Walk - Windsor</td>
</tr>
<tr>
<td>Make-up Artistry Workshop</td>
</tr>
<tr>
<td>Mediterranean Delights</td>
</tr>
<tr>
<td>Mosaics</td>
</tr>
<tr>
<td><strong>N</strong></td>
</tr>
<tr>
<td>Needlecraft/Open Craft</td>
</tr>
<tr>
<td>Nightclub Latin</td>
</tr>
<tr>
<td>NLP for Weight Loss</td>
</tr>
<tr>
<td><strong>O</strong></td>
</tr>
<tr>
<td>Oil Painting</td>
</tr>
<tr>
<td>Paint</td>
</tr>
<tr>
<td>Painting Fiesta</td>
</tr>
<tr>
<td>Painting with Acrylics</td>
</tr>
<tr>
<td>Pastel Drawing</td>
</tr>
<tr>
<td>Patchwork, Applique and Quilting</td>
</tr>
<tr>
<td>Pattern Making</td>
</tr>
<tr>
<td>Paving Techniques</td>
</tr>
<tr>
<td>Perfect Produce Gardening</td>
</tr>
<tr>
<td>Permaculture</td>
</tr>
<tr>
<td>Photography DLSR - Introduction</td>
</tr>
<tr>
<td>Photography- Manly and Shelley Beach</td>
</tr>
<tr>
<td>Photography SLR - Introduction</td>
</tr>
<tr>
<td>Piano</td>
</tr>
<tr>
<td>Picture Framing</td>
</tr>
<tr>
<td>Pilates</td>
</tr>
<tr>
<td>Planning your Agribusiness</td>
</tr>
<tr>
<td>Portuguese</td>
</tr>
<tr>
<td>Pottery at Beecroft Studio</td>
</tr>
<tr>
<td>Presentation Skills and Public Speaking</td>
</tr>
<tr>
<td>Produce in Pots</td>
</tr>
<tr>
<td>Professional Barista / Coffee Skills</td>
</tr>
<tr>
<td><strong>R</strong></td>
</tr>
<tr>
<td>Remedial and General Massage</td>
</tr>
<tr>
<td>Run Without Injury</td>
</tr>
<tr>
<td><strong>S</strong></td>
</tr>
<tr>
<td>Scottish Country Dancing</td>
</tr>
<tr>
<td>Seafood Cooking</td>
</tr>
<tr>
<td>Self-Defence for Women</td>
</tr>
<tr>
<td>Self - Managed Super Funds</td>
</tr>
<tr>
<td>Sewing</td>
</tr>
<tr>
<td>Share Investment Methods</td>
</tr>
<tr>
<td>Shojin Ryori</td>
</tr>
<tr>
<td>Sign Language</td>
</tr>
<tr>
<td>Silver Jewellery Workshop</td>
</tr>
<tr>
<td>Simply Stylish: Your Ideal Silhouette</td>
</tr>
<tr>
<td>Singing-Vocal Technique</td>
</tr>
<tr>
<td>Social Dancing</td>
</tr>
<tr>
<td>Social Latin and Ballroom Dancing</td>
</tr>
<tr>
<td>South-East Asian and Wok Cooking</td>
</tr>
<tr>
<td>Spanish</td>
</tr>
<tr>
<td>Stop Procrastinating Now</td>
</tr>
<tr>
<td>Successful Stockmarket Investing</td>
</tr>
<tr>
<td><strong>T</strong></td>
</tr>
<tr>
<td>Tai Chi</td>
</tr>
<tr>
<td>Tarot Cards</td>
</tr>
<tr>
<td>Thai</td>
</tr>
<tr>
<td>Thai Cooking - Introduction</td>
</tr>
<tr>
<td>Tennis</td>
</tr>
<tr>
<td><strong>U</strong></td>
</tr>
<tr>
<td>Ukulele</td>
</tr>
<tr>
<td>Upholstery</td>
</tr>
<tr>
<td><strong>V</strong></td>
</tr>
<tr>
<td>Video Production DLSR</td>
</tr>
<tr>
<td>Viva Italian Cooking</td>
</tr>
<tr>
<td>Vocal Improvement and Effective</td>
</tr>
<tr>
<td>Communication</td>
</tr>
<tr>
<td><strong>W</strong></td>
</tr>
<tr>
<td>Walks - Discovering Sydney Suburbs –</td>
</tr>
<tr>
<td>Hornsby</td>
</tr>
<tr>
<td>Walks - Discovering Sydney Suburbs –</td>
</tr>
<tr>
<td>Newtown</td>
</tr>
<tr>
<td>Watercolour Painting</td>
</tr>
<tr>
<td>Wedding Dances</td>
</tr>
<tr>
<td>Woodwork - Create It With Wood!</td>
</tr>
<tr>
<td>Writing a Winning Grant Application</td>
</tr>
<tr>
<td><strong>Y</strong></td>
</tr>
<tr>
<td>Yoga and Meditation</td>
</tr>
<tr>
<td>Yoga for Relaxation</td>
</tr>
<tr>
<td>Yoga to De-Stress</td>
</tr>
<tr>
<td><strong>Z</strong></td>
</tr>
<tr>
<td>Zumba</td>
</tr>
</tbody>
</table>

For more information about our classes, please visit our website at [www.macquarie.nsw.edu.au](http://www.macquarie.nsw.edu.au)
Courses available:

- English Grammar
- Pronunciation and Oral Skills
- Academic English
- Speaking and Listening
- Workplace Communication
- IELTS Preparation

Workplace delivery or onsite training

Courses available in Carlingford, Chatswood, Eastwood and Hawkesbury

www.macquarie.nsw.edu.au
Distance Learning

Study at home, at midnight, on holidays! Wherever. Whenever.

To obtain further information and to enrol, email info@mbtc.nsw.edu.au or call 1300 27 56 28

Terms & Conditions – How the MCC Referral Promotion works

Enrol yourself & enrol a friend, family member or work colleague, who is new to MCC College, or a returning student & receive a 30% discount off the lower cost course.

- The 2nd enrolment must be by a student who is new to the College, or returning after the last 2 years (*new defined as not on our enrolment records since 31 December 2011)
- Student records will be matched by: first name & surname, address, plus phone, email and DOB – subject to data on our records.
- Discount applies to Leisure & Lifestyle and IT, Professional Development courses. All Accredited Training and English language courses are excluded.
- All existing MCC Macquarie Community College enrolment conditions will apply.

Enrolment Conditions

When to enrol?
Course viability is affected by late enrolments and courses may be cancelled due to low numbers. Decisions about running a course are made 2 business days prior to the start of the course. Please ensure you enrol well before to this date to secure your place.

- Your enrolment is considered as acceptance of these enrolment terms and conditions.

Payment options:
Visa or MasterCard credit card payments are accepted when you enrol online at www.macquarie.nsw.edu.au, by phone or by fax.
Visa or MasterCard credit card payments, EFTPOS, cash, cheque, or money orders are accepted when you enrol in person at one of our offices.
Visa or MasterCard credit card payments, cheque and money orders can be sent by post.

A receipt/confirmation letter will be emailed or posted to you after receipt of your enrolment and payment.

Who can enrol?
Generally, no experience or qualifications are required (unless specified). Anyone aged 15 years and over is eligible to enrol. Tutors must approve enrolments by students aged 12-15 years (for non-accredited courses only) and must be accompanied by a fee paying adult, 10% discount applies. Please contact the Customer Service Team for more information. The College has the right to refuse an enrolment due to safety reasons. Children are not permitted to attend classes with parents.

Refunds & Cancellations
Courses may be cancelled if minimum numbers are not reached. If your course is cancelled, you will be notified and offered the option to transfer to another course or to receive a full refund of fees. Refunds are issued by cheque or credit card and may take up to 14 working days to be issued. If a student cancels their enrolment, a minimum of five working days notice prior to the start date is required. An administration fee of $20 per enrolment will be charged for processing refunds of this type. The College cannot accept responsibility for changes in work or personal circumstances which may prevent attendance. The College is not responsible for any outlays made by students for books or materials.

Transfers
No transfers are issued after your course has commenced. Prior to your course commencing you may transfer to another course only if you have provided 5 working days notice prior to the start date. Enrolments are confirmed only when the payment transaction has been finalised.

Transfer fees:
A ‘Statement of Attendance’ is available on request.

Non Accredited Courses
A Statement of Attendance is only available on request. The College reserves the right to charge the advertised course details should the need arise, to refuse any enrolment as permitted by law. Please note that this is a course guide only. It does not provide a fully comprehensive description of all courses. Please refer to the website for more information.

Smoking
Smoking is not permitted in any part of the College where classes are offered.

Public Holidays
Courses are not held on public holidays unless stated otherwise.

Accredited courses offered:
BSB20112 Cert II in Business
BSB30407 Cert III in Business Administration
BSB40407 Cert IV in Small Business Management
BSB40507 Cert IV in Business Administration
BSB40812 Cert IV in Frontline Management
BSB41013 Cert IV in Human Resources
BSB41307 Cert IV in Marketing
BSB41513 Cert IV in Project Management
BSB50613 Diploma of Human Resources Management
BSB51107 Diploma of Management
BSB51207 Diploma of Marketing
BSB50407 Advanced Diploma of Management

All resources and coursework will be provided and there is a high level of support from your trainers by email and phone.

Phone 02 8845 8888 or enrol online at www.macquarie.nsw.edu.au

Within 48 hours of your enrolment you will receive a receipt/confirmation letter and tax receipt. Please ensure you enrol in person at one of our offices.

Study at home, at midnight, on holidays! Wherever. Whenever.

To obtain further information and to enrol, email info@mbtc.nsw.edu.au or call 1300 27 56 28
### Personal details
- **Surname:** ____________________  **First name:** ________________  **Title:** ________________
- **Date of birth:** ____________________  **Sex:**  M  F  O
- **Postal address:** ____________________  **Postcode:** ________________
- **Residential address:** ____________________  **Postcode:** ________________
- **Home phone:** ____________________  **Work phone:** ____________________
- **Mobile phone:** ____________________  **E-mail:** ____________________
- **Have you enrolled with the college before?**  M  F  O
- **How did you hear about us?** ____________________

### Method of payment
- **Please tick:**
  - Cash
  - Money order
  - MasterCard
  - Visa Card
  - Cheque (payable to Macquarie Community College)

- **Credit card #:** ____________________
  - Expiry date: ____________________  **CCV:** ____________________

- **Cardholder’s name (printed):** ____________________
- **Cardholder’s signature:** ____________________

### Course details
<table>
<thead>
<tr>
<th>Course name</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL:** $______

### Government Survey
- The Federal Government requires all colleges to collect these statistics to assist with educational planning. Your confidentiality is assured as you are not identified with these statistics.

- **In which country were you born?** ____________________

- **Are you of Aboriginal or Torres Street Islander origin?**
  - Yes  Aboriginal
  - Yes - Torres Strait Islander

- **Do you speak a language other than English at home?**
  - Yes - Please specify

- **How well do you speak English?**
  - Very well
  - Well
  - Not well
  - Not at all

- **Do you consider yourself to have a disability, impairment or long term condition?**
  - Yes - Please specify
    - Hearing/deaf
    - Physical
    - Intellectual
    - Learning
    - Vision
    - Mental illness
    - Medical condition
    - Acquired brain impairment
    - Other

- **What is your current employment status? (tick one)**
  - Full time employee
  - Part time employee
  - Self employed - not employing others
  - Employer
  - Employed - unpaid worker in family business

- **Have you completed any courses since leaving school?**
  - Yes - Please tick as many as applicable
    - Bachelor Degree or higher
    - Advanced Diploma/Associate Degree
    - Diploma or Associate Diploma
    - Certificate IV/Advanced Certificate
    - Certificate III/Trade Certificate
    - Certificate II
    - Certificate I
    - Other certificates

- **What is your highest completed school level?**
  - Yr 12
  - Yr 11
  - Yr 10
  - Yr 9 or lower

- **Are you still at secondary school?**
  - Yes  M  F  O

- **Study Reason**
  - Of the following categories, which BEST describes your main reason for undertaking this course?
    - To get a job
    - To start my own business
    - To get a better job or promotion
    - I wanted extra skills for my job
    - For personal interest or self-development
    - Other reasons

**Vocational students may need to provide additional details such as information about their employer.**