



Ready for Take Off - Practical Airport Based Training



Course Code:	LNIA1	
Enrolment Fee:	£1410.00	
Format:	Residential	Enrolment Fee £1410.00
Award:	Dual: Level 6 + Diploma	Enrol today and pay
Accreditation:	IAOT & FETAC	only £1175.00
Study Time:	12 Days	
Experience:	No Entry Requirements	

"Ready For Take Off" Diploma in International Travel Industry Studies & FETAC Level 6 Certificate in Airport Passenger Services

Course Description

This full-time 12 day practical training programme which takes place onsite in a modern **Airport based Training Centre** at Waterford Regional Airport, Waterford, Ireland, is designed to bring you to a level of knowledge that will help you apply for a position within the Travel Industry with confidence. After successful completion of this programme you will be eligible to apply for **Cabin Crew, Airport Passenger Services, Overseas Holiday Rep, Travel Agent and Airline Reservation Sales** positions worldwide.

Place yourself ahead of the competition by enrolling on this Airport based practical training in Aviation/Travel Industry Careers including practical training in: Cabin Crew, Airport Passenger Services, Airline Reservation Sales, Travel Agency Practices & Overseas Holiday Rep. Training also includes, In-Flight Fire, Dangerous Goods, Aviation First-Aid, Customer Sales & Service, Cultural Awareness, Personal Development, Team Building Skills & Interview Preparation.

Experience the buzz of training in an Airport environment, learning from experienced Travel Industry Tutors who are passionate about the Travel Industry and are determined to help you reach your full potential!

IAOT airport based courses are delivered by Travel Industry Trainers who have worked in the Travel Industry at senior level for many years. You will have full use of the airport facilities and equipment.

The next course dates are as follows:-

14 September - 27 September 2013

Previous Knowledge Required

You do not need any prior learning knowledge or experience to take this course.

Support

This is a great opportunity for you to train with tutors who have worked in the travel industry for many years. You will be taught through practical training using airport facilities and equipment. You will have a unique opportunity to experience what its like to work in the Travel Industry.

Course fees include Travel Industry Training Manual, Examination Fees and Dual Award Certificate.

Assessment

This is a Dual Award which consists of an IAOT Diploma and a FETAC Component Certificate.

IAOT Diploma

In order to successfully complete the course and receive an IAOT Diploma, you must complete all progress tests throughout the course, pass a selection of skill demonstration tests by demonstrating to a very high standard and obtain 80% or above in the final written Examination Paper.

FETAC Component Certificate

In order to complete the course and receive a FETAC Component Certificate in Airport Passenger you must pass a theory test and a selection of skill demonstrations (50% is allocated to the skill demonstrations and 50% is allocated to the theory paper).

The grading scheme that is used for the FETAC module is as follows:-

Pass	50% -64%
Merit	65% - 79%
Distinction	80%- 100%

You must have full attendance to receive both qualifications and you may have to study outside the class room if required.

Modules

Unit One - General

Airline Dress and Grooming Standards, Personal Development Training, Preventing and Managing Disruptive Passenger Behaviour, Travel Industry Sectors, Phonetic Alphabet, Airline Terminology, Airline Abbreviations, Twenty Four Hour Clock, Travel Industry Organisations, Special Handling for Different Categories of Passengers, PRM training, Airline Two Letter Codes, IATA Airport & City Codes, Human Factors, Health and Safety, Introduction to Dangerous Goods.

Unit Two - Cabin Crew Member

Aviation Authorities, Cabin Crew Duties and Responsibilities, Cabin Safety Equipment, In-Flight Service, Passenger Handling Procedures, In Flight Medical Care, Basic Flight Theory, Survival Training, In-Flight Fire, Cabin Decompression, Food Hygiene & Time Zones.

Unit Three - Passenger Service Agent

Check-In and Boarding Procedures, Security Regulations, Passenger Handling, Passport & Visa Checks, European Regulations on denied boarding, cancellation or long delays, aircraft moving.

Unit Four - Basic IATA Ticketing

IATA World Geography, IATA Ticketing.

Unit Five - Travel Agent

The role of a Travel Agent, Selling Package Holidays, Selling Flights, Hotel, Car Rental and Insurance. Farebank, Ready to Book (package holiday booking system), Amadeus/Galileo GDS.

Unit Six - Airline Reservation Sales

Customer Care and Cultural Awareness. Effective Sales Training.

Unit Seven - Interview Preparation

Career Planning, Curriculum Vitae Preparation, Letter of Application, Guideline to completing Application Forms, Communication Skills, Group Interview, Individual Interview, Foreign Currency Conversion Exercises, Mock Examination Papers, Team Building Activities.

Unit Eight - Overseas Holiday Rep

Different types of Tour Operators, Basic Qualifications, Different categories of Reps, Duties and Responsibilities, Welcome Meetings, Resort Knowledge and Location, World Geography, a day in the life of a Sun and Ski Rep, Sales Presentation Skills.

Awarding Organisation

IAOT Industry endorsed Diploma in International Travel Industry Studies.

FETAC Level 6 Component Certificate in Airport Passenger Services. Quality and Qualifications Ireland (QQI) meets learner needs by making relevant FETAC awards that give access to opportunities in further education and training and in employment. FETAC award holders can be assured that their awards will continue to be recognised, both at home and abroad, and will enable progression pathways through the NFQ.

All FETAC awards, and awards now made by QQI, are part of the National Framework of Qualifications (NFQ). This ensures that your award is nationally and internationally recognised and that the award can create further learning opportunities for you.

LearnNow ✓

Accommodation Information – Airport Based Training



The International Academy of Travel's students stay in Seafield Homes self catering accommodation in Tramore during their airport based travel industry/aviation training course

Seafield is a development of two and three bedroom houses built to Bord Failte 4 Star standard and are 250 metres from the beach. It is located approximately 10 minutes by car from the Training Centre at Waterford Airport.

Reservation Details

Contact: Ms Mary Cronin Telephone 00353 (0) 51 390950

Price: €225.00 (Own Room - 2 week stay)

Please note that students must pay the cost of electricity for the rental duration.

We advise that you book as early as possible as places are limited.

Accommodation must be pre-paid in advance directly to Seafield Homes. Please note as payment is non refundable, we suggest that you are definite about making a reservation before you pay your fee.

Students who book the accommodation, need to be aware that all students on the course will need to study each night, so therefore will need to have respect for other people in the accommodation.

Feedback

The feedback from our students that stay here is very positive. They like the idea of forming study groups in the evening time. They also share transport to get to and from Seafield to our training centre which is approx a 10 min drive.

International Academy of Travel

We look forward to sharing our expertise with you: cabin crew, airline reservations, airport passenger services, travel agency practice, tour operator, holiday rep, aviation first aid, passenger handling, airport security, dangerous goods, fire fighting, customer sales & service, presentation and interview skills. The content of our courses is used by airlines and travel companies worldwide.

Travel Industry endorsed training that can help you obtain a Cabin Crew, Passenger Service Agent, Holiday Rep, Travel Agency, or Travel and Tourism careers anywhere in the world. Dual award training including FETAC certification.



Post your completed form to:
 Learn Now
 Hillhead House
 Dartmouth Road
 Kingswear
 TQ5 0EX

Email: enrolments@learnnow.org.uk

Fax: 08435 240 521

Enrolment/Instalment Agreement Form



Student Details

Title	First Name	Last Name
Home Tel. No.	Mobile No.	Date of Birth
Email Address		
Billing Address – Please provide address card is registered at		
Postcode		
Delivery Address (if different from above)		
Postcode		
Course Name	Course Code	
Will you be paying in full or by instalments (Please tick ✓)	Payment in Full <input type="checkbox"/>	Instalments <input type="checkbox"/>
If paying by instalments, please choose method (Please tick ✓)	Credit/Debit Card <input type="checkbox"/>	Paypal <input type="checkbox"/>
N.B. Not available to International Students		
Deposit £	Monthly Instalment £	Term of Instalments
UK Delivery - Free <input type="checkbox"/>	Delivery to Europe - £40.00 <input type="checkbox"/>	Delivery to Rest of the World - £65.00 <input type="checkbox"/>
Payment method for payment in full (Please tick ✓)	Credit/Debit Card <input type="checkbox"/>	Paypal <input type="checkbox"/>
Cheque <input type="checkbox"/>		
<i>For payment by credit/debit card, complete card details below. If you wish to pay by paypal, you will be sent a link by email to make payment. If you wish to pay by cheque, please attach cheque to this form. Cheques should be made payable to Learn Now</i>		
Payment method for payment by instalment plan (Please tick ✓)	Credit/Debit Card <input type="checkbox"/>	Paypal <input type="checkbox"/>
<i>For payment by credit/debit card, complete card details below. If you wish to pay by paypal, you will be sent an automated link by email to set up your payment schedule.</i>		

Credit/Debit Card Details

Card Number (16 Digits)		Card Type (e.g. Visa, Maestro etc.)
Valid From Date	Expiry Date	Security No. (CSC) – 3 Digits
Issue No.	Please confirm the amount to be taken £	If instalment plan option chosen, initial deposit taken immediately, then first instalment will be taken 30 days following despatch of course and monthly thereafter.
Name as it appears on card (Please Print)		
Address Card is registered at, if different from above		
Postcode		
I the credit/debit cardholder authorise Learn Now to take payments as indicated above from my credit/debit card. I the student agree to the general terms and conditions of enrolment and the conditions of monthly payments set out in this agreement, if relevant. For full terms and conditions see http://www.learnnow.org.uk/termsconditions.html		
Signature of Cardholder		Date
Signature of Student		Date

Please return the completed and signed agreement to us using one of the following methods:

By Post to:
Learn Now
Hillhead House
Dartmouth Road
Kingswear
TQ5 0EX

By Email: enrolments@learnnow.org.uk

By Fax: +44 (0) 8435 240 521

On receipt of your completed agreement, we will aim to despatch your course within 48 hours. If you choose to pay by instalments, confirmation of your payment dates will be forwarded to you by email.

We look forward to welcoming you to Learn Now and will ensure you receive all the support and guidance you need to succeed in your chosen subject.

Should you have any queries concerning this form, please feel free to Contact our Student Advisors on 01392 581038.