

## Training Providers Information about BER Assessor Training Course<sup>1</sup>

1. Institution and Course Details			
Name of Institution:	School of Lifelong Learning Cavan Institute		
Registration Address:	Cathedral Road, Cavan		
Course Delivery Location(s) (if different from the above):	Same as Above		
Web Site:	<a href="http://www.cavaninstitute.ie">www.cavaninstitute.ie</a>		
email:	<a href="mailto:adulted@cavaninstitute.ie">adulted@cavaninstitute.ie</a>		
Telephone:	049-4332633 ext 106		
Fax:	049-4361933		
Course Manager:	Margaret Tiernan, Director of Adult Education, Cavan Institute		
Course Tutor:	Francis Smith		
Contact for Course Information:	Margaret Tiernan or Fleur Kinsella, Administration, Adult Education		
Max no of students in class:	18		
Course Cost:	€1300		
2. Course Duration			
Elapsed Course Duration:	Course will be delivered for seven hours per week over a six week period.		
Contact Time (Module 1):	8 hours	Contact Time (Module 2):	34 hours (excluding examination)
Learning Hours:	200 hours including class contact hours, self directed learning, assignment work and examination preparation time.		
3. Brief Notes about Trainers			
<p>Tutor: Francis Smith</p> <p>Francis Smith has over 35 years experience as a quantity surveyor and contract manager in the construction industry. He has an honours degree in Construction Management, Level 6 Certificate in Training and Development and he is a corporate member of the Chartered Institute of Building. He has extensive experience as a BER assessor for all dwellings (new and existing). Francis has worked on various houses, housing schemes, apartments and housing upgrades in addition to working in the commercial construction sector.</p>			
4. Admissions Policy			

<sup>1</sup> Please see notes below.

Applicants for this module should have an overall understanding of the Energy and Construction Sector along with competency in the use of Information Technology and Software packages. Applicants for this training program must hold an appropriate construction related qualification which is at least at level 6. Applicants must have access to a computer during their own learning time. All applicants will complete a pre-qualification interview so as to ascertain their suitability for the training programme.

### 5. Examination Policy

Building Energy Rating examination will be conducted in accordance with Cavan Institute and FETAC examination policy and procedures. Learners must achieve a minimum of 70% in each assignment and in each individual section of the examination in order to be eligible to become a registered BER assessor for Dwellings.

Course work (4 Assignments) – 50%

Final Examination (Practical and Written) – 50%

Repeat examinations will incur an examination fee.

### 6. Training Materials

A variety of teaching methodologies and training materials appropriate to the module units will be utilised throughout the training programme. A comprehensive set of class notes and support material are provided to each learner.

### 7. After Care

Learners may receive ongoing post course advice and support from trainer. Individual learner records will be retained by the School of Lifelong Learning Cavan Institute and they will be updated about future Continuous Professional Development Programmes relating to Building Energy Rating, Construction, Sustainability and Renewable Energy Systems.

#### Notes

Elapsed Time	The no of days from first to last lecture (not including examination).
Contact time	The number of days/ hours that the student will attend the course.
Learning Hours	The number of hours that the provider expects learners to devote to the course including home study and direct contact learning but excluding examination time.
CV(s) of Trainers	Brief statement of the qualifications, teaching experience and energy/ building/ construction experience of the trainers
Admissions Policy	Minimum qualification level required of course participants and the validation method.
Examination Policy	Statement of how the examinations are structured, when they take place, and the institution's policy in respect of repeats
Training Materials	Description of the materials provided to the learners.
Course Cost:	The standard charge to course participants
After Care	The facilities, if any, provided to learners after they have completed the course.