ENGLISH FOR BEGINNERS
For beginners with little or no English
Venue: Tuesdays 9.30-12.30 pm
Cost: $203.00 Conc: $141.00 per semester
Venue: 43a De Carle Street, Brunswick

ENGLISH FOR READING & WRITING
For people with basic listening and speaking skills who want to learn to read and write
Venue: Wednesdays 9.30-12.30pm
Cost: $285.00 Conc: $192.00 per semester
Venue: 18 Garden Street, Brunswick

ENGLISH CONVERSATION
For people who want to develop their listening and speaking skills.
Venue: Mondays & Fridays 9.30-12.30pm
Cost: $285.00 Conc: $192.00 per semester
Venue: 18 Garden Street, Brunswick

DRAWING & PAINTING
An introductory course for adults with a mild intellectual disability, covering various techniques. Transport may be available for Moreland residents.
Venue: Mondays 10.00am (includes transport) or $75.00 (no transport)
Venue: 18 Garden Street, Brunswick

CREATIVE MOVEMENT AND DANCE
A class which allows participants to express themselves through movement and dance.
Venue: Wednesdays 7.00-8.30pm
Cost: per term
Venue: 43a De Carle Street, Brunswick

CHILDREN’S PROGRAMS
JUNGLE SHIMMY
Jungle shimmy is a unique music & dance adventure through India, Iran, Turkey & Egypt. Using traditional instruments, age old rhythms, folk dancing, sing along, fun props & puppets
Venue: 43a De Carle Street, Brunswick

INTEREST GROUPS
BOOK GROUP
Join our book group for discussion on a range of books.
The group meets the 3rd Tuesday of every month.
Contact 9387 9901
Venue: 43a De Carle Street, Brunswick

MUSIC AND DANCE
CONTEMPORARY LINE DANCING
Try line dancing and exercise while you have fun. Great music and companionship.
Venue: Fridays 10.00-11.30am
Cost: $10.00 Conc: $8.00 per session
Venue: 43a De Carle Street, Brunswick

BNH COMMUNITY CHOIR
Come along and join the Brunswick Neighbourhood House community choir led by Ruth Kennedy. You will be introduced to vocal exercises to prepare your voice for singing. This is a great way to meet new friends and have fun while learning to sing basic pieces from various genres.
Venue: Mondays 7.30-9.00pm
Cost: $169.00 Conc: $159.00 (10 weeks)
Venue: 43a De Carle Street, Brunswick

HOW TO ENROL
Enrolments form needs to be completed for each course you wish to enrol in. Enrolment forms can be obtained from either of our venues.
- In person from either of our venues.
- By downloading an enrolment form from our website www.bnhc.vic.edu.au
- By emailing us at info@bnhc.vic.edu.au

Enrol early as we work on a first come first served basis. Enrolments are not confirmed until payment is received. Course fees may be paid in instalments by arrangement with administration staff.

PRIVACY
This organisation respects your right to information privacy. Information that we collect is kept in accordance with the information privacy laws. BNH will only release information when legally obliged to do so.

INVOICING
When an applicant or agency requires an invoice an administration fee of $5 will apply.

PAYMENT
Payment can be made by:
- cash
- cheque or money order made out to Brunswick Neighbourhood House

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Payment can be made by:
- cash
- cheque or money order made out to Brunswick Neighbourhood House
- EFTPOS
direct debit transfer (phone 9386 9418 for details)
- credit card over the phone

Brunswick Neighbourhood House reserves the right to cancel any courses due to insufficient enrolments. Full refunds will be given for any course cancellations.

VENUE HIRE

VEHICLE FOR A LIFETIME
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VENUE HIRE

VEHICLE FOR A LIFETIME
INTRO TO MS PUBLISHER
Cost: $106.00  Conc: $95.00 U3A: $65.00 (8 weeks)

IPAD FOR BEGINNERS
Fridays  10.00
Learn how to stay up to date with friends and family over the internet. You will also learn how to find and connect to the internet. In this class, taught in Italian, you will learn to

Term 3: Tuesdays & Thursdays 9.30-1.30 pm
Cost: $186.00 Conc $151.00 (9 weeks)
Venue:*43a De Carle Street, Brunswick

MS WORD & EXCEL LEVEL II
This 10 week course is the next step up from our MS Essentials course. Using MS Word & Excel 2010, participants will cover the following topics.

Word 2010 headers & footers, section breaks, drawing & formatting, inserting columns, create multi-level lists, document themes, mail merge, page formatting techniques, & saving to PDF, Excel 2010 filtering data, formula referencing & absolute referencing, labels & names, accessing data in another worksheet or workbook, conditional formatting, filtering data, working with worksheets.

Thursdays 1.00-3.30 pm
Cost: $122.00 Conc $109.00 (10 weeks)
Venue:*43a De Carle Street, Brunswick

EXCEL FOR BOOKKEEPING
Learn how to use Excel spreadsheets to do your own accounting for home, small business or community group. The course will include: applying basic formulas to bookkeeping, journals for sales, receipts, purchases, and payments, profit & loss, BAS calculation.

Term 3: Thursdays 6.00-9.00 pm
Cost: $60.00 Conc $50.00 (4 weeks)
Venue: *43a De Carle Street, Brunswick

BRUNSWICK NEIGHBOURHOOD HOUSE
A.B.N 85 289 458 437

ADMINISTRATION
43a De Carle Street, Brunswick
Phone: 9386 9418 Fax: 9386 3209
Email: info@bnhc.vic.edu.au
Website: www.bnhc.vic.edu.au

OFFICE HOURS
Monday to Thursday 9.00am-4.00pm
Friday 9.00am-12.00 noon

VENUES:
43a De Carle Street, Brunswick
Phone: 9386 9418 Fax: 9386 3209

BRUNSWICK NEIGHBOURHOOD HOUSE
A.B.N 85 289 458 437

WHAT IS BRUNSWICK NEIGHBOURHOOD HOUSE?
Brunswick Neighbour House is a community based organisation committed to building a stronger and more inclusive community. We provide community education, training, recreational activities, community support and services for community members.

TRAINING INFORMATION
ACFE FUNDED COURSES
Where a course is marked with the below logo, it indicates it is a vocationally focused course funded by Adult , Community & Further Education. ACFE funded courses follow their guidelines for non-accredited learning to ensure a quality standard and pathway into accredited courses. Tuition fees for ACFE funded courses follow the Victorian State Government ministerial directions. Amenities and materials fees also apply to all courses. A student information booklet and individual course outlines are available for current and prospective students. Please visit our office or website for a copy.

CONCESSIONS
Concession tuition fees are available to holders of Commonwealth Health Care Cards, Pensioner Concession Cards, Senior Citizens and Veterans’ Gold Cards. Concessions do not apply to students whose tuition fee is being fully paid by a Commonwealth Government Agency or as part of a Commonwealth program or initiative. If you have difficulty with payments you can discuss a payment plan with the administration staff. Applications for special consideration must be accompanied by a letter from a support agency.

OUR STAFF
All classes are conducted by qualified and industry experienced tutors.

MORELAND VOLUNTEERS TRAINING
Courses that have a discounted fee for volunteers have been subsidised by Moreland City Council under the Moreland Volunteers training scheme. These courses and workshops have been designed for volunteers and staff of Moreland clubs and community organisations.

*NO CLASSES ARE HELD ON PUBLIC HOLIDAYS*