

## Course Enrolment, Timetable Considerations and Government-Funded Tailored Learning Course Limits

At Waltham Forest Adult Learning Service, we strive to provide a diverse range of courses to cater to the learning needs of our residents. We understand that you may be eager to expand your knowledge and skills by enrolling in multiple courses simultaneously. However, we would like to advise you to think carefully before booking onto multiple courses to avoid potential issues.

Please consider the following points when selecting your courses:

- **Timetable Clash:** Before enrolling in multiple courses, review the schedules carefully to ensure there are no overlapping sessions. Attending classes that conflict in timing may cause unnecessary stress and make it difficult to fully participate in both courses.
- **Workload Management:** Each course demands time and effort for successful completion. Assess your personal commitments, including work, family and other responsibilities, to ensure you can dedicate sufficient time to each course. Overloading yourself with too many courses at the same time might lead to stress and impact on the quality of your learning experience.
- **Learning Effectiveness:** It is important to give each course the attention it deserves. By focusing on a limited number of courses, you can fully engage with the material, actively participate in discussions, complete assignments on time, and benefit from the guidance of our dedicated lecturers.

While we encourage your enthusiasm for learning, we believe that thoughtful consideration of your course choices will enhance your overall experience. We want you to succeed in your educational journey and enjoy the learning process without unnecessary strain.

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### Tailored Learning Course Limits

At Waltham Forest Adult Learning Service, we are proud to offer a wide range of Government-funded Tailored Learning courses. Due to the rules of the government funding scheme, residents are limited to enrolling in a maximum of three Tailored Learning courses during each academic year (September to July). This guideline has been put in place to ensure that as many residents as possible can benefit from these valuable resources and enjoy the opportunity to learn and grow. In addition, learners cannot repeat the same Tailored Learning course more than once and if you already hold a Level 1 or Level 2 qualification in a subject area, you will not be eligible to attend a Tailored Learning course in that subject.

If a course is about to start but still has capacity, it may be possible for a learner to join this course, even if they have already previously completed three of the same type. In these circumstances the learner will need to speak to the Front-Line Support team.

We encourage you to carefully consider your course choices and select the three courses that align most closely with your interests and goals. This will allow you to fully engage with the course, actively participate, and make the most of your learning experience.

If you have any questions or need assistance in selecting the most suitable courses for your circumstances, our friendly staff are here to help. Feel free to reach out to us via email or phone, and we'll be glad to provide guidance based on your individual needs.

The key to a rewarding learning experience lies in finding the right balance. Choose wisely and embark on your educational journey with confidence!

**Waltham Forest Adult Learning Service**