
ATM Safety & Environment



NEBOSH Diploma Courses by Distance Learning

National Diploma in Occupational Health and Safety
International Diploma in Occupational Health and Safety

ATM Safety & Environment
Wall Hill Farmhouse, Wall Hill Road,
Corley, Coventry CV7 8AF
United Kingdom
Tel/Fax: +44(0)1676 540525
Email: info@atmsafety.co.uk
www.atmsafety.co.uk

NEBOSH National Diploma ***(tutored distance learning)***

The Diploma is designed for health and safety professionals who require a high degree of managerial and technical competence to advise on effective management of risk across the range of employment sectors. The NEBOSH National Diploma is at level 6 in the National Qualification Framework, and is accredited by QCA, CEA and DELLS. The NEBOSH National Diploma is recognised by IOSH – the Institution of Occupational Safety and Health – as fulfilling the academic requirements for Chartered Membership (CMIOSH). The International Institute of Risk and Safety Management (IIRSM) also accept it as meeting their requirements for full membership.

Entry Qualifications

There are no mandatory pre-entry qualifications required for the Diploma but candidates are advised to obtain the NEBOSH General Certificate before starting a Diploma programme. All candidates should have a good standard of written English.

Course Content

The syllabus comprises four core units:

Unit A Managing health and safety	Unit B Hazardous agents in the workplace
Unit C Workplace and work equipment safety	Unit D Application of health and safety theory and practice

Examinations

Units A - C are assessed by written examination. The examinations are held twice a year in January and July.

Work-place based Assignment (Unit D)

Unit D is a workplace based assignment. It consists of an audit of a health and safety management system and two risk assessments, one covering hazardous agents and the other workplace or work equipment hazards. The assignment can be submitted to NEBOSH in either March or September.

Distance-learning materials

Students are provided with notes, coursework and some key textbooks. Students are encouraged to complete the coursework that is issued and to submit this to ATM for marking by post or email by the submission dates. The coursework does not count towards the award.

Course programme

ATM Safety and Environment run a standard distance learning course and a fast track programme. The standard programme runs over three terms and students can join the course at the start of any one of these terms. During each term there are two one-day tutorials. The tutorial dates for the September course are given below:

Standard Programme	Tutorial Dates	Examination Dates
Unit A: Managing Health & Safety	23 rd September & 11 th November 2010	18 th January 2011
Unit B: Hazardous Agents	3 rd February & 3 rd March 2011	6 th July 2011
Unit C: Workplace & Work Equip.	28 th April & 26 th May 2011	7 th July 2011
Unit D: Workplace Assignment	Submission Date	8 th September 2011

The fast track programme is for students who have the time to study intensely over a short period and wish to take all the exams in one sitting. Tutorials are held over three days in the week leading up to the exams.

Fast-track Programme	January Tutorials*	Examination Dates
Unit A: Managing Health & Safety	11 th January 2011	18 th January 2011
Unit B: Hazardous Agents	12 th January 2011	19 th January 2011
Unit C: Workplace & Work Equip.	13 th January 2011	20 th January 2011
Unit D: Workplace Assignment	Submission Date	10 th March 2011

* repeated on 27th, 28th and 29th June for the July exams.

Course Fee

The course fee for both distance learning programmes is £1500 + VAT (£1762.50) payable on enrolment, the fee does not include NEBOSH fees that are currently £350 in total.

NEBOSH International Diploma ***(distance learning with e-tutorials)***

This NEBOSH International Diploma has been set at the same level as the National Diploma but with the exclusion of UK legislation. It is recognised by IOSH – the Institution of Occupational Safety and Health – as fulfilling the academic requirements for Chartered Membership (CMIOSH). The Diploma is designed for health and safety professionals who require a high degree of managerial and technical competence to advise on effective management of risk across the range of employment sectors.

Entry Qualifications

There are no mandatory pre-entry qualifications required for the International Diploma but candidates are advised to obtain the NEBOSH International General Certificate before starting a Diploma programme. All candidates should have a good standard of written English.

Course Content

The syllabus comprises four core units:

IA International management of health and safety IB International control of hazardous agents in the workplace
IC International workplace and work equipment safety ID International application of H & S theory and practice

Examinations

Units IA, IB & IC are assessed by written examination. The examinations are held twice a year in January and July. Examinations can be taken in the UK or overseas through a British Council Office or local university.

Work-place based Assignment (Unit ID)

Unit ID is a workplace based assignment. It consists of an audit of a health and safety management system and two risk assessments, one covering hazardous agents and the other workplace or work equipment hazards. The assignment can be submitted to NEBOSH in either March or September.

Distance-learning materials

Students are provided with notes, coursework and some key textbooks. Overseas students are sent the course materials by courier. Students are encouraged to complete the coursework and submit this to ATM for marking by post or email. The coursework does not count towards the award.

e-Tutorials

Emails are sent to international students on a regular basis to keep them up to date with course requirements and to provide additional learning materials such as powerpoint slides. In between these dates students can contact their tutor by telephone or email. Students resident in the UK may attend the tutorials put on for the National Diploma.

Programme

Students should allow three months to study for each Unit of the Diploma unless they have time to study intensely over a much shorter period, in which case a fast-track programme may be suitable. On the standard programme students can start the course at any time but will be provided with the Unit for the term they start in.

Standard Programme	Unit covered	Exam Dates
Autumn Term (Sept-Dec)	IA (latest start date 15 th Oct.)	January 18 th 2011
Spring Term (Jan-March)	IB (latest start date 1 st March)	July 6 th 2011
Summer Term (April-June)	IC (latest start date 15 th April)	July 7 th 2011
Summer (July-Aug)	ID (latest start date 1 st July)	Submission Date 8 th Sept 2011
Fast Track Programme	Unit covered	Exam Dates
January Examinations	IA,IB,IC (latest start date 1 Oct)	January 18 th , 19 th & 20 th 2011*
July Examinations	IA,IB,IC (latest start date 1 Apr)	July 5 th , 6 th & 7 th July 2011*

* Unit D can be submitted in March or September

Course Fee

The course fee is £1500 payable in three instalments of £500 for the standard programme and in one lump sum for the fast track programme. The course fee excludes NEBOSH fees and those payable to an overseas exam venue.

Examination Fees

NEBOSH Fees

Students resident in the UK will generally pay NEBOSH enrolment and examination registration fees directly to NEBOSH. However, these can be added onto the course fee if required. Overseas students may pay NEBOSH fees through ATM Safety and Environment.

Exam Venue

Coventry

ATM Safety & Environment hold their examinations in Coventry. Students sitting an exam for the first time in Coventry do not pay any exam invigilation fees but students resitting an exam are charged £25 + VAT in addition to the NEBOSH registration fee.

Other locations in the UK

Other course providers hold examinations in other parts of the country. Students can take exams with another course provider if they obtain their permission and pay their invigilation fee.

Overseas

NEBOSH allow their examinations to be taken through the British Council (BC) provided the office overseas is one that conducts exams. Countries where the British Council do not run exams include Ireland, Australia, New Zealand, USA, Canada and Russia. In Ireland ATM have made arrangements for NEBOSH exams to be taken in Dublin at a local Business School. In others including those listed above arrangements can be made for exams to be taken through a local University.

Overseas charges

The British Council normally charge a set rate for exams and a courier fee payable in local currency before the exam is taken, which the candidate is responsible for paying locally. ATM Safety & Environment also charge £25 with the exam registration fee, to partly cover the outward courier fee charged by NEBOSH.

Exam Fees (2010/2011)

NEBOSH Qualification	Enrolment Fee	Examination Fee	Venue fee	Assignment Fee	Total Fee
National Diploma (Coventry)	£50	£75 per unit x3	No charge ¹	£75	£350
National Diploma (other UK venues & Ireland)	£50	£75 per unit x3	Payable locally	£75	£350 ²
National Diploma (overseas venues)	£50	£100 ³ per unit x3	Payable locally	£75	£425 ²
International Diploma (Coventry)	£50	£75 per unit x3	No Charge ¹	£75	£350
International Diploma (Ireland)	£50	£75 per unit x3	Payable locally	£75	£350 ²
International Diploma (overseas)	£50	£100 ³ per unit x3	Payable locally	£75	£425 ²

¹ Charge for resits only

² Excluding venue fee

³ ATM Safety & Environment add on a fee of £25 per Unit to partly cover the £95 NEBOSH courier fee for overseas venues

**ATM SAFETY & ENVIRONMENT
APPLICATION FORM**

Title (Mr/Mrs/Miss/Ms/Dr).....Name

Date of birth -----/-----/----- Male Female Nationality-----

Address for correspondence & exam board records

Address for sending learning materials (if different from above) PO boxes cannot be used

Telephone (Landline)..... Tel (Mobile

E-mail address (1 only).....

Employer..... Job Title

Qualifications.....

NEBOSH National Diploma	Tick box
--------------------------------	----------

I wish to study the Diploma by Distance Learning over three terms (standard programme). <i>Cost £1500 + VAT = £1762.50</i> Start Date: Sept/January/April (please circle)	
--	--

I wish to study the Diploma by Distance Learning through the Fast Track Route <i>Cost £1500 + VAT = £1762.50</i> January Tutorials/ June Tutorials (please circle)	
---	--

NEBOSH International Diploma	Tick box
-------------------------------------	----------

I wish to study the International Diploma by Distance Learning over three terms (standard prog.) <i>Cost £500 per unit/term Overseas students do not pay VAT</i>	
---	--

I wish to study the International Diploma by Distance Learning through the Fast Track Route <i>Cost £1500 Overseas students do not pay VAT</i> January Exams/July exams (please circle)	
--	--

NEBOSH Fees	Total Fees
--------------------	------------

Exam fees £75 per unit (UK & Ireland sitting) <input type="checkbox"/> Exam fees £100 per unit (overseas sittings) <input type="checkbox"/> Enrolment £50 <input type="checkbox"/> Assignment Fee £75 <input type="checkbox"/> Please include NEBOSH Fees to the value of £.....	
---	--

Signature of applicant..... Date.....	Total Fees
---------------------------------------	------------

Note: No cancellations will be accepted or refunds given once an order has been placed

Method of Payment

Cheque Electronic Transfer Invoice * Please charge my/our Mastercard/Visa/ Maestro/Solo card
*(please provide a purchase order for invoice payments)

Card Number

Start Date: Expiry Date: Security Number (3 digits on back).....
(card details may be provided by telephone if preferred)

**Please return to: ATM Safety & Environment, Wall Hill Farmhouse, Wall Hill Rd, Corley,
Coventry CV7 8AF. United Kingdom Tel/Fax: +44(0)1676 540525**