



**CEIS**  
AYRSHIRE

# Skills & Training Services



## Looking for training opportunities?

CEIS Ayrshire runs a series of courses which attract Individual Learning Account (ILA) funding.

- Construction Safety Qualification Course with CSCS
- CSCS Training Programme – Trade Qualified
- Emergency First Aid at Work (EFAW)
- Introduction to Microsoft Office Level 1 (Beginner)
- Introduction to Microsoft Office Level 2 (Improver)
- Sage 50 Accounts for Admin Staff
- Sage 50 Payroll
- Scottish Certificate for Personal Licence Holders at SCQF Level 6
- Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6



@CEISAyrshire



CEIS Ayrshire

Courses run in our training centres in Irvine, Ayr and Dumfries. For a more detailed description visit [www.ceisayrshire.co.uk](http://www.ceisayrshire.co.uk) or under “Course Choices” at [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

### MORE COURSES SOON – CHECK WEBSITE, AND WATCH SOCIAL MEDIA FOR DETAILS

Skills Development Scotland Individual Learning Accounts (ILAs) are for people who are 16 or over and living in Scotland and are for individuals who will benefit most from this support. You can apply for an ILA if you do not have a degree or above, are not undertaking any secondary, further or higher education, training through the Employability Fund or Modern Apprenticeship, or participating on the Community Jobs Scotland programme. You must also have an income of £22,000 a year or less, or be on certain benefits to be eligible to get up to £200 towards the costs of learning or training.

ILAs are available if you are interested in learning something new or brushing up your skills. There is a wide range of courses to choose from and you can study with any approved ILA learning provider, including learning centres, local colleges, universities and private training companies.

To find out more and to request an application pack, visit [myworldofwork.co.uk](http://myworldofwork.co.uk) or call the helpline on 0800 917 8000.

**Skills  
Development  
Scotland**

ILA approved learning provider

For more information call us on **01292 265666** or e-mail [enquiries@ceisayrshire.co.uk](mailto:enquiries@ceisayrshire.co.uk)