



**etb**

Bord Oideachais agus  
Oiliúna Dhún na nGall  
*Donegal Education and  
Training Board*

## **Accounts Technician Trainee Year 1 Information Sheet- June 2016**

### **Attendance and Duration**

Start Date: 12/09/16

Finish Date: 16/06/17

Work Placement for 4 weeks after exams.

Total course duration including work placement 39 weeks

Class Timetable      8.30 -15:45 Monday Thursday  
                                 8.30- 12:45 Friday

**To successfully complete the course trainees will need to do a minimum of 15 independent study hours minimum per week.**

15 study days for final exams.

### **Training Allowances**

This will depend on the personal circumstances of the trainee.

### **Childcare**

Please contact Donegal County Childcare Committee (DCCC) who have a list of approved childcare providers. Only approved childcare providers on DCCC list will be able to provide you with subsidised childcare. Donegal ETB can not guarantee child care places. Trainee will have to pay a weekly childcare charge which will not exceed €25.

### **Fees**

**Year 1      Trainee Pays** Registration Fee €170  
Fee deducted from training allowance over 17 weeks  
Donegal ETB pays €300 exam fees and €260 for training manuals/videos.

**Year 2      Donegal ETB will provide full time year two courses **subject to demand**.** Year 2 registration fee of €85 will have to be paid by trainee.

Any **repeat** examination, registration and manuals for years 1 and 2 will be paid by **trainee**.