

TOCES Course Completion and Extension Policy

The Open College of Equine Studies course completion and extension policy is designed to ensure that students maintain satisfactory progress. Please read this document carefully as it forms part of your learning agreement. Students are expected to complete all required coursework and assessments before the course completion date. Study Weeks must be attended within the course completion time.

The time frame for course completions is shown in the table below. The course completion date will be calculated 14 days following date of enrolment and recorded in your enrolment documentation.

In exceptional circumstances, the completion date may be extended. To request an extension you need to make a written application to the Programme Manager, two months before the date the course is due to end, citing in detail the grounds for your request.

The Programme Manager may grant a maximum of six months extension. If the course fees have increased since you enrolled, you will be required to pay the difference.

An extension will only be granted in exceptional circumstances and the decision of the Programme Manager shall be final.

Course Reference	Course Title	Total Learning Hours	Max. Months to Complete	Approx. Hours Per Week
ACHM	BTEC Advanced Certificate in Horse Management	* 150	12	3
BSM	Basic Stable Management	100	12	2
ENT:AD BTEC	Equine Nursing Technician BTEC Advanced Diploma:	* 720	30	6
ENT:FD 1st Dip BTEC	Equine Nursing Technician BTEC First Diploma: Level 2	* 360	18	5
F/N SC1	F/N SC1 - Equine Anatomy and Physiology	150	12	3
F/N SC2	F/N SC2 - Equine Health and Nutrition	150	12	3
F/N SC3	F/N SC3 - Care and Management of Horses	150	12	3
FCHM	BTEC Foundation Certificate in Horse Management	* 150	12	3
HKC1 DL	Horse Knowledge and Care Stage 1	90	12	2
HKC2 DL	Horse Knowledge and Care Stage 2	100	12	2
HKC3 DL	Horse Knowledge and Care Stage 3	90	12	2
HKC4 DL	Horse Knowledge and Care Stage 4 Distance Learning Only	1290	42	7
HNC Beh, Welf & Reh	HNC Equine Behaviour, Welfare & Rehabilitation	* 1500	36	10
HNC Business. Mgt	HNC Equine Business Management	* 1500	36	10
HNC Eq Sc	HNC Equine Science	* 1500	36	10
HND Beh & Welfare	HND Equine Behaviour, Welfare & Rehabilitation	* 2400	60	9
HND Eq Bus Manag	HND in Equine Business Management	* 2400	60	9
HND Eq Sc	HND Equine Science	* 2400	60	9
HNU0	HNU 0 - Equine Anatomy, Physiology & Nutritional Biochemistry	150	12	3
HNU1&2	HNU 1&2 - Anatomy and Physiology	* 300	18	4
HNU14	HNU 14 - Business Management	150	12	3
HNU15	HNU 15 - Equine Veterinary Nursing	* 150	12	3
HNU16	HNU 16 - Behavioural Science	150	12	3
HNU17	HNU 17 - Reproductive Physiology and Technology	* 150	12	3
HNU18	HNU 18 - Equine Stud Management	150	12	3
HNU19	HNU 19 - Initial Training of Young Horses	* 150	12	3
HNU20	HNU 20 - Equine Biomechanics	150	12	3
HNU21	HNU 21 - Equine Nutrition	150	12	3
HNU22	HNU 22 - Sports Horse Industry	150	12	3
HNU23	HNU 23 - Thoroughbred & Racing Industry	150	12	3
HNU24	HNU 24 - Theory of Learning & Application to the training of Horses	150	12	3
HNU25	HNU 25 - Equine Welfare	150	12	3
HNU28	HNU 28 - Infectious Diseases Therapy and Immunology	150	12	3
HNU29	HNU 29 - Important Medical Disorders Management and Treatment	150	12	3
HNU3	HNU 3 - Equine Husbandry	* 150	12	3
HNU30	HNU 30 - Equine Therapeutics	* 150	12	3
HNU31	HNU 31 - Advances in Equine Nutrition	150	12	3
HNU34	HNU 34 - International Equine Industry	150	12	3
HNU4	HNU 4 - Exercise Physiology Fitness and Training	150	12	3
HNU42	HNU 42 - Equine Sports Nutrition	150	12	3
HNU46	HNU 46 - Equine Business Performance	150	12	3
HNU5	HNU 5 - Health Management	150	12	3

Course Reference	Course Title	Total Learning Hours	Max. Months to Complete	Approx. Hours Per Week
HNU6	HNU 6 - Equine Lameness and Rehabilitation	* 150	12	3
HNU7	HNU 7 - Equine Business Planning	150	12	3
HNU8	HNU 8 - Sward Management	150	12	3
HOC1	BHS Horse Owner's Certificate Level 1	60	12	1
HOC2	BHS Horse Owner's Certificate Level 2	60	12	1
HOC3	BHS Horse Owner's Certificate Level 3	60	12	1
HOC4	BHS Horse Owner's Certificate Level 4	135	12	3
ICHM	BTEC Intermediate Certificate in Horse Management	* 150	12	3
IT	Instructional Techniques	100	12	2
NC	National Certificate Equine Studies	* 720	30	6
PD Beh & Welfare	Pro Dip in Equine Behaviour & Welfare	* 750	30	6
PD Bus Mgt	Pro Dip in Equine Business Management (no Study Week)	750	30	6
PD Eq Health	Pro Dip in Equine Health	* 750	30	6
PD Eq Stud Mgt	Pro Dip Equine Stud Management	* 750	30	6
PD Ther Reh	Pro Dip in Equine Therapy & Rehabilitation	* 750	30	6
Pro Dip Eq Nut	Pro Dip in Equine Nutrition	* 750	30	6
RCVS L3 Bridging	RCVS Diploma in Veterinary Nursing (Equine Pathway bridging option)	* 400	20	5
RCVS L3 Dip	RCVS Level 3 Diploma in Veterinary Nursing (Equine Pathway)	* 720	30	6
RCVS L3 top up	RCVS Level 3 Diploma in Veterinary Nursing (Equine Pathway top up)	* 400	20	5
SC M0	Anatomy, Physiology and Nutritional Biochemistry	130	12	3
SC M1&2	Anatomy & Equine Physiology	260	18	3
SC M14	Business Management	130	12	3
SC M15	Equine Veterinary Nursing	130	12	3
SC M16	Behavioural Science	130	12	3
SC M17	Reproductive Physiology and Technology	130	12	3
SC M18	Stud Management	130	12	3
SC M19	Initial Training of Young Horses	130	12	3
SC M20	Biomechanics	130	12	3
SC M21	Nutrition	130	12	3
SC M22	Sports Horse Industry	130	12	3
SC M23	Thoroughbred & Racing Industry	130	12	3
SC M24	Theory of Learning & Application to the Training of Horses	130	12	3
SC M25	Equine Welfare	130	12	3
SC M28	Infectious Diseases Therapy and Immunology	130	12	3
SC M29	Important Medical Disorders Management and Treatment	130	12	3
SC M3	Husbandry	130	12	3
SC M30	Equine Therapeutics	130	12	3
SC M31	Advances in Equine Nutrition	130	12	3
SC M34	International Equine Industry	130	12	3
SC M4	Exercise Physiology, Fitness and Training	130	12	3
SC M42	Equine Sports Nutrition	130	12	3
SC M46	Equine Business Performance	130	12	3
SC M5	Health Management	130	12	3
SC M6	Lameness and Rehabilitation	130	12	3
SC M7	Business Planning	130	12	3
SC M8	Sward Management	130	12	3
SHM1	Senior Horsemaster's Course 1	100	12	2
SHM2	Senior Horsemaster's Course 2	780	35	5

* Including Study Week Attendance