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Thank you for your inquiry. By requesting information you have taken the first step on a path that may lead you into an interesting new world of experiences.

**Rhodoc International** was established in 1960 with the aim of offering home study programmes to adults interested in the subject of Interior Design. Now, Rhodoc is one of the largest colleges in the world specializing in the subject, with students and graduates working in some 100 countries. We offer three study programmes, tailored to suit almost every educational need:

**The Associate Diploma Course** provides a detailed introduction to the subject, and offers the great flexibility of teaching to a standard sufficient to enable you to consider taking on small commissions or to advise friends and family. Please see page 3 for further details.

**The Diploma Course** This three-year course is recognized as the most comprehensive and rigorous distance learning Interior Design course in the world. It will teach you to professional standards and, on successful completion, will lead to the award of the Rhodoc International Diploma. This Diploma is highly regarded in the professional world and is recognized as a passport to a rewarding and potentially lucrative career in interior design. For further details of the Diploma Course and its professional standing, please see pages 4 – 11, and the inside back cover.

**The Bachelor of Arts** is an option available only to Rhodoc Diploma holders. For further details of the degree programmes we offer, please see pages 10 and 11.

**No Previous Training is Required** as all subjects are taught from the basics and we assume that each student is a beginner.

**Work in Your Own Time** As you are not required to attend classes, you can study anywhere and at any time. This is the great flexibility of distance-learning education.

**DETC and ODLQC Accredited** Rhodoc International is accredited in the USA by the Distance Education and Training Council, and in the UK by the Open and Distance Learning Quality Council, guaranteeing the college’s bona fide status and established reputation.

If you require assistance in deciding which course to study, or would like any further information, please do not hesitate to contact us by letter, fax, phone or email.

As there are no term (semester) times, it is possible for you to enrol and commence work at any time of year and avail yourself of the services of our administrative and tutorial staff, all of whom are available directly by email.
Numerous socio-economic influences have meant that flexible open and distance learning modes of study are continually gaining in popularity. More and more people, who did not or could not attend traditional college, find that they want or need to gain qualifications for self-improvement or to further their careers. Technological advances have meant that information is much more readily available than it has ever been. Nevertheless it is easy to feel awash in this sea of information, and it is therefore the job of the trained expert in a particular field to help the willing student gather the relevant facts and to filter out the superfluous. It is ideal, therefore, when a student can be guided by a tutor who will personally help him or her to a qualification. In this ideal situation, then, it can be seen how distance learning is playing a bigger part in the education of students today. One student receives personal guidance from one tutor for each subject taken. Furthermore, the pace is set by the student and a lesson can’t be missed by non-attendance.

Our instruction books have been written in clear, concise English by qualified professionals and are supported by first class illustrations. You soon become absorbed, and in that state - learn!

Enrolment and Assignments
On enrolment we will send you your first course materials. Before proceeding from one lesson to the next, you submit to your Rhodoc tutor answers to various assignments relating to what you have just learned. These will be duly assessed and returned to you with helpful comments and a project grade. You will know what progress you are making, and thereby gain a thorough grounding in the

subject. While a Test Paper is being graded, you can read the next lesson, or undertake revision. Remember - the pace is up to you!

The Return of your Tests
To ensure that you experience no delays with your studies, we have developed an extremely efficient administrative backup system. All your inquiries made to Rhodoc are, if possible, replied to the same day by telephone, airmail, fax or email.

When you enrol, your first study materials are sent to you on the same day as your enrolment application is processed. Where appropriate, your later subjects are mailed to you well in advance of when they are needed for your studies, ensuring that you always have study material from which to work. Your course assignments are assessed by your personal tutors in timely fashion, and each assignment is promptly mailed back to you.

---

Michael Dwyer, Rhodoc's Principal
This course is a thorough introduction to the subject, comprising 12 detailed lessons with accompanying assignments and some 30 Worksheets, and consisting of around 150,000 well-chosen words and over 250 colour illustrations. You will have the opportunity to gain a thorough grounding in the subject, more than sufficient to enable you to consider taking on small commissions or to advise friends and family; and the flexibility of being able to continue to the more comprehensive course should you wish to do so at a later date.

Please note, however, that it is NOT necessary to complete the Associate Diploma Course prior to Diploma Course enrolment.

Subjects covered include: elements and principles of design, detailed colour theory, including full development of colour schemes; materials such as wood, stone, metal, glass, etc.; how to present sample boards; measuring rooms and estimating materials quantities; simple plans and elevations; decorative paint finishes; planning rooms; soft furnishings - textiles, window treatments, upholstery, carpets; internal fittings; lighting; making the most of your time when you visit exhibitions; professional practice; and much more besides.

Successful graduates will receive a Rhodec International Associate Diploma.
The Diploma Course
Trains you to know, understand and put into practice the prime essentials of successful interior design.

There is great scope for the trained interior designer, now recognized by a public that wants, more and more, authoritative advice on the correct use of space, arrangement of furniture, lighting and the selection of colours. Not only homes; the business world has also realized that efficiency increases and sales can soar when people are working in the right environment. Freelance designers have a wonderful opportunity in designing for shops, offices, hotels and banks. The interior designer’s life can be fascinating, and financially and socially rewarding, drawing on a mixture of artistic skills and practical abilities. The interior designer’s profession is also a complex one, relying on knowledge of a number of differing subjects, some of which may at first glance look slightly daunting to the prospective student. However, you should remember that Rhodec’s course curriculum has been created by leading designers and educators and closely fulfils the criteria recommended by professional and educational organizations involved in the subject. The possession of such comprehensive knowledge could well lead to success, and we at Rhodec do everything in our power to make training as easy as possible.

The personal nature of the training is particularly helpful, and your studies with our fully illustrated instruction books should be highly enjoyable.

Assessment
Your success in the Diploma Course will be measured partly by continuous assessment of your work during the course and partly by the Final Test. This will evaluate your achievement over the whole course. We do not anticipate that you will memorize all the material you read in our courses. Interior design work does not depend on how much information you can cram into your memory, but on whether you can apply the principles involved in any future design. Nor do we believe that interior design is a subject in which a student should be examined behind the closed doors of an examination room. We want to simulate as far as possible the conditions under which a designer will work, and the Final Test, therefore, is based on design projects which will be carried out under office conditions (in your own office or your home used as an office) and will then be submitted to Rhodec representing the client. In this way you will be gaining practical experience of how work is carried out in a professional design studio, and any problems you encounter in running an office can be unravelled with our help.

Reference Material
We strongly encourage evidence of additional research, and maintain a large stock of useful reference books, drawing equipment and supplies for sale by mail order to students who may wish to add to their personal collections. No title is compulsory course reading, but some students who have limited library facilities may wish to collect extra reading materials in this manner. Details of these items are supplied on enrolment, and on our website page www.rhodec.edu/booksetc.htm.
The Diploma Course in Interior Design

List of Subjects

The course materials have been prepared by many qualified specialists, and comprise some 350,000 words and over 1,000 illustrations, including hundreds in colour.

Subjects will be studied in this order.

Unit RD1:
Materials
10 Tests: M1 - M10

General approach; The Elements and Principles of Design; Sample boards; Sketchbooks; Natural materials: stone, wood, slate, etc; Synthetic materials: brick, glass, plastics, etc; Applied materials: wallpapers, paints, murals, etc; Soft furnishings: textiles, carpets, curtains, etc; Properties and suitability of materials; Collecting samples; Cataloguing and storage of samples, brochures, etc; Dealing with suppliers and manufacturers; Measuring rooms and estimating materials quantities; Sketchbook studies.

Unit RD2:
A History of Interior Design
8 Tests: HD1 - HD8

Advice on Planning and Writing Your Essays; Introduction and Survey of Early Historical Styles; From Ancient Greece to the Middle Ages; A Golden Age: Interiors of the Renaissance; The Age of Exuberance: European Baroque; The Aristocratic Age: Rococo and Contemporary Styles; The NeoClassical Interior; Towards Stylistic Variety: from Empire and Regency to the Romantic Period and Historicism; 19th Century Reforms and the Art Nouveau; The Modern Age; Sketchbook studies.

Unit RD3:
Drafting for the Interior Designer
8 Tests: D1 - D8

Materials and their use; Drawing practice; Ink drawing; Scale drawing; Orthographic, Axonometric, Isometric and Oblique projection; Lettering - origin, Roman, freehand; Drawing office practice for representing details on drawings; Production drawings; One-and Two-Point Perspective drawing; An Introduction to CAD (for information only); Sketchbook studies.
**Unit RD4: Design**
5 Tests: De 1 - De 5

Introduction; The Design Process; Spatial Relationships; Natural Form (observations of surface patterns and textures); Construction and Proportion; The Golden Section; Fibonacci Series; Light and Optical Illusion; Bauhaus; Illuminated Space Studies; The Scheme; Sketchbook studies.

**Unit RD5: Colour**
6 Tests: C1 - C6

The nature of colour; Primaries including Additive, Subtractive and Medials; Secondary and tertiary colour; The natural order of colour; Discordant colour; Watercolour equipment; Gouache; Art Marker pens; Colour notation; The Munsell System; Comparisons; Colour Standards; Pastel tints and shades; Colour mixing to graded scales; Neutral grey; Hues and tones; The use of pencil crayon to modify gouache; Colour harmony; Psychology of colour; Colour rendering; Textures and reflections; Basic schemes; Colour and safety in industry; Period colour; Introduction to other colouring media; Practical applications; Planning a colour scheme; Techniques and interiors; Sketchbook studies.
Unit RD6: Furniture and Fittings, Part One
6 Tests : FF1 - FF6
Planning rooms; Presenting your ideas; Space in the home; Heating; Kitchens and bathrooms; Designing for the disabled; Accessories; Antiques; Lighting; Window treatments; Sketchbook studies.

Unit RD7: Furniture and Fittings, Part Two
7 Tests : FF7 - FF13
Preparation for design; Furniture materials; Building materials; Metals; Timber; Plastics; Upholstery; Anthropometrics and ergonomics; Sketchbook studies.
Unit RD8: Construction of Interiors
11 Tests: Con 1 - Con 11
Basic Principles; Foundations and External Walls; Windows and External Doors; Roofs; Floors and Ceilings; Partitions; Stairs; Environmental Services; Structural Materials; Surfaces; Sketchbook studies.

Unit RD9: Professional Practice
3 Tests: PP1 - PP3
Design Consultancy practice: Setting up an office; Administration; Finding clients; Suggestions on charging the right fees; Letter writing; Taking instructions; Approaching an assignment; Obtaining bids; Contracts & obligations; Measuring buildings; Attending Exhibitions and obtaining discounts; Accounts; Ethics for designers; Sketchbook studies.

Unit RD10: Final Test
A major project which requires you to put into practice the skills which have been acquired over the course to produce a Portfolio of drawn and written work to professional standards in answer to a number of design questions. When the whole course and this Final Test have been satisfactorily completed your Diploma will be forwarded in due course.

The Rhodec Diploma
All grades are awarded on the basis of the grades achieved during the course in conjunction with the standard of the Final Test. The Ordinary Diploma is awarded to students who have satisfactorily completed the Diploma Course including the Final Test.

The Diploma with Merit is awarded to students who have satisfactorily completed the Diploma Course including the Final Test but who are deemed above average in design methodology, technical ability and presentation. Depending on the standard, a Lower Merit or an Upper Merit will be awarded.

The Diploma with Distinction is awarded to students who have produced exceptional work.

Diploma holders may use the designation RIDipl, RIDipl(Merit) or RIDipl(Dist) as appropriate.
Sample Illustrations from our Study Materials

In order to give you an idea of the quality of our teaching materials, we reproduce below a small selection of the illustrations found within the texts.
Bachelor of Arts Options
The London Metropolitan University BA(Hons) Entirely By Distance Learning

The Bachelor of Arts with Honours
To emphasize further the uniquely comprehensive nature of our Diploma Course and the unrivalled regard in which the qualification is held, we are pleased to inform you that we have entered into an agreement with London Metropolitan University (London Met), whereby Rhodoc Diploma holders with the grade of Upper Merit or Distinction will be eligible (subject to the award of a Diploma of Higher Education by London Met – see below) to undertake a further one-year distance learning programme through Rhodoc to qualify for a full Bachelor of Arts with Honours in Interior Design, awarded by London Met. This programme has been specially prepared for Rhodoc Students, is the only BA Interior Design distance learning programme in the world, and is not available to graduates of any other interior design diploma course.

The Diploma of Higher Education
Students who have completed the first five Diploma Course subjects (Materials to Colour) to a suitable standard will be invited to register for the DipHE element of the Diploma Course, which comprises Furniture & Fittings, Part One to the Final Test. A DipHE is the official equivalent in the UK to the first two years of a three year degree course, and holders may to be able to transfer this qualification to other universities either in the UK or worldwide. (Those who have not completed the first five subjects to a standard deemed sufficient for DipHE registration will still be eligible to continue the course to qualify for the Rhodoc Diploma. In either case the work requirements and grading criteria are identical.)

A Unique Opportunity
No other interior design distance learning college in the world is able to offer this facility. Even initial enrolment for the Associate Diploma Course may be your first step towards a BA(Hons) in Interior Design. Successful completion of the Associate Diploma Course leads to substantial credits towards our full Diploma Course, which in turn, depending on the standard of work, will allow one to join the BA programme on graduation.

The College
London Metropolitan University, situated near the ancient heart of the City of London and boasting His Royal Highness The Duke of Edinburgh as its patron, grants degrees in the UK through Act of Parliament, meaning that its qualifications are accepted worldwide. London Met offers degree courses in many arts and sciences, and currently teaches over 24,000 full- and part-time students.

London Metropolitan University, Dept. of Art, Media & Design
41-71, Commercial Road , London E1 1LA, UK
Tel: +44 (0)207 320 1801 Fax: +44 (0)207 320 1830
email: s.smeeth-poaros@londonmet.ac.uk  web: www.londonmet.ac.uk
Examples of BA Projects Submitted by Successful Students
Frequently Asked Questions

1. QUESTION
How long does the Diploma Course take to complete?

ANSWER
Students study to suit themselves, but three years is the average time for the completion of the Diploma Course if a student can set aside a period of 15 to 20 hours per week. Regular study should become a habit and in this way you will stimulate your mind and be eager for the further knowledge the next lesson will bring. Although a student is permitted to take longer than three years to complete his or her studies, an extension fee will normally be charged to cover rising costs if the study period exceeds three years from the date of enrolment.

2. QUESTION
With no previous experience will I not find the Draughtsmanship Subject in the Diploma Course rather hard?

ANSWER
Most students have had no previous experience, and they master Draughtsmanship as it is related only to the specific requirements of the Interior Designer. Although it may be an advantage, you do not need to be gifted with a talent for freehand drawing as all the drawn work required can be produced by using the basic drawing equipment which you will be taught how to use. Also, it should be noted that no special mathematical talent is needed for the use of this equipment and the study of this subject.

3. QUESTION
Where can I get a job after completing the Diploma Course?

ANSWER
Past students work in architects’ offices, as well as in interior designers’ offices and the design departments of stores offering design services to the public. Many other graduates set up their own freelance consultancy service. The job you get depends on your individual capabilities, and although we cannot guarantee that you will find suitable work, our Diploma Course could set you on the path to such a job.

4. QUESTION
How long does the Associate Diploma Course take to complete?

ANSWER
This Course (with 7 or 8 hours of study per week) normally takes about 1 year. Although a student is permitted to take longer than this, an extension fee will normally be charged to cover rising costs (as 1. above) if the study period exceeds one year from the date of enrolment.

5. QUESTION
Do I need to study the Associate Diploma Course first?

ANSWER
No. Although many people with no previous experience opt to study this course first, in order to gain a solid grounding and to test their commitment to the subject, a great many more go directly to the Diploma Course because it is also taught from basic principles and does not assume previous design education or experience.
6. QUESTION
Is the student allowed to write to the tutor, and ask questions about the subject being studied?

ANSWER
Indeed, yes. We can assure you of specialist attention by qualified tutors, who will give you personal service.

7. QUESTION
What qualifications do I need before embarking on this course?

ANSWER
You should have a sound general education and enthusiasm; particularly an enthusiasm to learn about good design. No formal academic qualifications are necessary. There is no upper age limit as we cater to the many people fully capable of pursuing a course who, for one reason or another cannot, did not, or were not able to attend a full time design college.

8. QUESTION
Can I contact other students taking the course?

ANSWER
Yes. We maintain mail and email student contact lists (the latter at a hidden location on our website, accessible only by students), and a web-based bulletin board, for students and non-students alike, at bboard.rhodec.edu

9. QUESTION
Can I keep my Final Test portfolio of work after I have graduated?

ANSWER
Absolutely. If you arrange for your Portfolio to be sent back to you at your expense after it has been assessed we will be happy to do this. Students find that their portfolio of Rhodc work is very useful to show to prospective clients and employers as it fully demonstrates their personal abilities. This personal Portfolio can also be augmented throughout one’s career.

10. QUESTION
Can I attend college to study your courses?

ANSWER
In certain countries, yes. We have a number of affiliated full-time colleges, mainly in Ireland and the Far East, and will send full details on request. Assessment of the Final Test is still undertaken by Rhodc.
Courses on CD ROM

Our courses are also available by CD ROM, allowing you the convenience of studying without the need to refer to bulky printed books. All files are in Adobe Acrobat .pdf format, compatible with both Windows and Mac computers, so if you can open a .pdf file on your computer you’re ready to study! (A free copy of Adobe Acrobat is included on the CD.)

Save Money
Because this format means our production costs are lower and our postage costs minimal, we can pass these savings on to you and offer the courses at considerable discounts. Please refer to the Enrolment Form to see these substantial savings.

Everything on One CD
The CD contains the entire Diploma Course and Associate Diploma Course, including all illustrations in high resolution, so you can study the entire course of your choice from one single CD.

Extra Benefit
Updates are easy, so if there are any major revisions while you’re studying we’ll send you the latest version free of charge.

Minimum System Requirements
PC: Intel Pentium processor; Windows 98/ME/2000/XP; 128MB of RAM (256MB recommended); 670MB of available hard-disk space (if copied to hard drive)

MAC: PowerPC G3 processor; Mac OS9; 64MB of RAM with virtual memory on (128MB recommended); 670MB of available hard-disk space (if copied to hard drive)
Standing Order

If you wish to pay your fees by monthly Standing Order, complete this form and return it to us, with your Enrolment Form, and we will send it on to your Bank or Building Society.

Bank/Building Society ......................................................................................................

Address ..


Account Number ..............................................................................................................

Please pay Rhodec International

NatWest, City of London Office, PO Box 12258
1 Princes Street, London, EC2R 8PA, UK

Account Number: 39088340 Branch Sort Code: 60-00-01

the sum of £ ......................... each month for .........................

months commencing on the 1st day of ................................. 20 ............

and make mention of my Registration Number*  .................................................

Signed .......................................................... Date ..................................

Name in Block Letters ....................................................................................................

Address ..


Postcode..........................................................

*Leave Blank
Credit Card Facilities

If you wish to use a Credit Card to pay the Course Fees, please use one of the following cards:

VISA   AMEX   MASTERCARD   SWITCH   SOLO

I authorize you to debit my ........................................................................................................
Account Number .........................................................................................................................

Switch/Solo   Start date  Issue Number
in the sum of £ ........................................ Expiry date

PLEASE PRINT
NAME (as on Card) .............................................................................................................
ADDRESS (as in Credit Card Company’s Records)

Signed .............................................................. Date ........................................

Complete if you are paying your deposit by Credit Card:

and thereafter the sum of £  ........................................
on the 1st of each month for  .................................
months commencing on the 1st day of  ................................. 20 ............

Signed .............................................................. Date ........................................

I understand that I may cancel this authority at any time by written notification to you. Should I do so, however, I undertake to make other arrangements to pay the instalments as they fall due.

IF ENROLLING BY POST OR FAX, PLEASE SEND THIS FORM WITH YOUR COMPLETED ENROLMENT FORM
Recognition

BRITISH INTERIOR DESIGN ASSOCIATION
Rhodec International Diploma Course students are eligible to apply for Student Membership of the BIDA and, on successful completion of the Diploma Course, to apply for Junior Associate membership. After a suitable period of professional practice it is then possible to apply for Associate membership.

FACULTY OF BUILDING (UK)
On the recommendation of the Principal, suitable holders of the Rhodec International Diploma with Distinction will be eligible for Membership of the Faculty of Building (MFB), at the discretion of the Council and Officers of the Faculty.

INTERNATIONAL INTERIOR DESIGN ASSOCIATION (USA)
The IIDA will accept Rhodec students into Student Membership, when they will receive IIDA publications, gain access to “Members Only” areas of the IIDA website, be able to attend events at local chapters, qualify for entry to trade shows, and obtain discounts, etc. Student Members become Associate Members on graduation and must take the NCIDQ or equivalent exam to become full Professional Members.

NATIONAL COUNCIL FOR INTERIOR DESIGN QUALIFICATION (USA)
The NCIDQ have confirmed that they will accept as candidates for their exam those Rhodec students who have achieved the Bachelor of Arts in Interior Design from London Metropolitan University via Rhodec study and who have two years' professional experience.

AMERICAN SOCIETY OF INTERIOR DESIGNERS
The American Society of Interior Designers have confirmed that Rhodec Diploma students will be eligible for Independent Student Membership via Rhodec's own Student Chapter.

Please note that the above statements do not necessarily imply endorsement of Rhodec or specific courses over other alternatives, that applications by students and graduates are treated on an individual basis by each of the above societies, and that the final decisions in regard to membership, licensure, etc. always rest with the societies and not with Rhodec. Criteria for membership, licensure, etc. are liable to change without notice.

In addition, please be aware that it is the student's responsibility to ascertain the legal requirements which must be met in order to practise in a particular country or state.

All information contained in this prospectus is subject to change without prior notice but is correct to the best of our knowledge at the time of publication. Rhodec International does not warrant or guarantee the accuracy of such information.
Mrs. Laura Briffa, Malta (Diploma Holder)
“Thank you for your letter, which brought great news! I felt over the moon when I read the result of my work, and your remarks are of great encouragement. I will definitely keep in touch with you, whilst continuing to encourage others to study with Rhodec. I thank you all once again for your help and professional approach.”

Mr. Ian Drover, Japan (Associate Diploma Course)
“When I compare you with other institutions it is clearly evident which is the best in every way: price, quality, speed and efficiency. In all sincerity - and I have come to know quite a few - there are few, if any, correspondence concerns that can compete. The more I read and learn on the (Associate Diploma) course the more I realize how carefully it has been planned and worded; and how its matter-of-fact approach, with no condescending tone, makes reading and studying such an endearing experience. Thank you again.”

Mr. John Doak (Architect), Britain/Cayman Islands (Diploma Holder)
“I have found the knowledge gained from the Rhodec course has helped tremendously in many of the schemes I have produced here, ranging from condominiums and private homes, to banks and office buildings. The main thing I appreciate about Rhodec was that it filled a large gap in the standard course of Architecture and several of my friends in the profession have followed suit.”

Mr. Ashton Hollands, South Africa (Diploma Holder)
“It seems that my lifetime dream has come true! I enclose my application for Fellowship of the Royal Society of Arts duly signed by the Fellows, and it just awaits the Principal’s signature. Believe me, I am most enthusiastic about Rhodec. It’s the most thorough and beautifully worked out course and I give it full credit for my competence in the subject.”

Students Tell Us...

Rhodec International is licensed by the Office of Fair Trading under the Consumer Credit Act 1974, and is a member of the following organizations:
The European Association for Distance Learning; The International Interior Design Association (Industry Member); The Interior Design Educators Council; The Open Learning Federation; The Association for World Education; The Design and Industries Association; The British Standards Institution (Subscribing Member); The National Kitchen and Bath Association of America; The British Interior Design Association

Open and Distance Learning Quality Council
16, Park Crescent, London W1H 4AH, UK
Tel: +44 (0)20 7612 7090 Fax: +44 (0)20 7612 7092
email: odlqc@dial.pipex.com  web: www.odlqc.org.uk/odlqc

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Tel: +1 202 234 5100 Fax: +1 202 332 1386
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Email: contact@rhodec.edu
Web: www.rhodec.edu
FEES AND ENROLMENT

To see current fees and conditions, or to enrol, please visit our website page www.rhodec.edu/fees.htm