

This is a two page Application Form. All sections must be completed where applicable.

COURSE CHOICE			
Certificate in Payroll Techniques	Venue		Distance Learning <input type="checkbox"/>
PERSONAL DETAILS – Must be completed in full			
First name:		Surname:	
Address:			
Email Address:			
Date of Birth:		Nationality:	
Student PPS Number:		Male: <input type="checkbox"/>	Female: <input type="checkbox"/>
Phone No:	Mobile:	Home:	
EMPLOYER DETAILS -Optional			
Company Name:			
Address:			
		Phone:	
OTHER COURSES COMPLETED - Optional			
Course Completed	Year	Course Completed	Year
ENGLISH PROFICIENCY - Must be completed in full			
Is English your first language?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If English is not your first language, how long have you been living in, or working in, an English speaking environment?			Years
FEES PAYABLE		PAYMENT OPTIONS - Conditions Apply	
*Course Fee	€1,190.00 <input type="checkbox"/>	Paying in full with enrolment	<input type="checkbox"/>
**Revision Day Dec 2019	€100.00 <input type="checkbox"/>	*Paying in 2 stages (Sept & Feb)	<input type="checkbox"/>
**Revision Day May 2020	€100.00 <input type="checkbox"/>	*Paying by Direct Debit	<input type="checkbox"/>
Discounts Available		Are you applying for funding?	Yes/No
Paying course fees in full	(€50.00) <input type="checkbox"/>		
Distance/Online Learning	(€250.00) <input type="checkbox"/>	Total Fee Due:	
<i>* Includes student registration, course fee and exam fee. If you are paying over 2 stages or by direct debit additional charges apply. Please see www.ipass.ie or email ask@ipass.ie for all fees/charges payable. Direct debit forms are available by emailing ask@ipass.ie</i>			
**Revision day is optional and there is one revision day per semester. The Revision Pack is included free of charge for distance learning students. Please see the student handbook on www.ipass.ie for conditions			

