



# Application Form Full-time Courses

**PLEASE USE BLOCK LETTERS AND BLACK INK. ALLOW A SPACE BETWEEN WORDS** Please read the guidelines prior to completing this form.

CAO/ID Number	<input type="text"/>	Title (Mr/Mrs/Ms etc.)	<input type="text"/>	Sex	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Surname <small>(See Note 6)</small>	<input type="text"/>					
First Name(s)	<input type="text"/>					
Home Address <small>(See Note 7)</small>	<input type="text"/>					
Home Tel No.	<input type="text"/>			Mobile No.	<input type="text"/>	
Date of Birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	Nationality	<input type="text"/>	
	<small>Day</small>	<small>Month</small>	<small>Year</small>		<small>(See Note 8 &amp; 9)</small>	
Address while attending CIT <small>(if different from above)</small>	<input type="text"/>					
E-mail Address	<input type="text"/>					
				PPS No.	<input type="text"/>	

<b>PLEASE INDICATE THE COURSE FOR WHICH APPLICATION IS BEING MADE</b>				TICK <input checked="" type="checkbox"/> APPROPRIATE BOX	
<b>FULL TITLE OF COURSE</b> <small>(See Note 10)</small>	<input type="text"/>			<b>MODE OF ATTENDANCE</b>	
<b>COURSE CODE</b> <small>(See Note 10 &amp; 11)</small>	CR_ <input type="text"/>	- <input type="text"/>	- <input type="text"/>	Commencement date (current year)	<input type="text"/>
		<small>Level 6-10</small>	<small>Yr/Stage</small>	Month	Year
				Full-Time	<input type="checkbox"/>
				Part-time/ACCS	<input type="checkbox"/>

**DETAILS OF CURRENT THIRD LEVEL EDUCATION** (See Note 12)  
If you are **currently** attending a Third Level College please complete the following.

Name & Address of College

Full Title of the Course you are **currently** attending

Course Start Date    Course End Date    Date of Award or Result

Day Month Year Day Month Year Day Month Year

\*Overall Result (if available)

\*Applicants taking current year examinations should write 'pending' and must arrange to have these results forwarded to this Institute by 30th June.

**DETAILS OF PREVIOUS THIRD LEVEL QUALIFICATIONS** (See Note 12)

Full Title of Qualification

Name of Awarding Body

Name and Address of College Attended

Overall Result  Date of Award or Result

Day Month Year

<b>FOR OFFICE USE ONLY</b>	AK <input type="checkbox"/>	BR <input type="checkbox"/>	HoD <input type="checkbox"/>
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**OTHER RELEVANT FURTHER EDUCATIONAL QUALIFICATIONS** (See Note 12)

Full Title of Qualification

Name of Awarding Body

Name and Address of College Attended

Overall Result

Date of Award 











  
Day Month Year

**RELEVANT WORK EXPERIENCE** (See Note 12)

Give full details of all relevant work experience obtained, particularly the duration and nature of the work. Additional information may be supplied on a separate sheet if necessary.


**ANY FURTHER INFORMATION RELEVANT TO THE APPLICATION**

Applicants should make themselves aware of any special entry requirements for a course and should submit details of how they comply with such requirements. Additional information may be supplied on a separate sheet if necessary.


**DECLARATION BY APPLICANT**

I certify that the information given in relation to this application is correct.

Applicant's Signature 



 Date

Please note: Your signature (or nominee) on this form gives the Institute permission to verify the information that you have supplied therein.

**THIS FORM, FULLY COMPLETED, SHOULD BE RETURNED ON OR BEFORE 1st MAY TO:**

The Admissions Office, Cork Institute of Technology, Bishopstown, Cork, Ireland.

Closing dates may differ for the Crawford College of Art & Design, the Cork School of Music and the National Maritime College of Ireland (see notes 2, 3, 4).

*This application form does not infer or impose any legal obligations on Cork Institute of Technology to provide courses or other services to students. The information may be altered, cancelled or otherwise amended at any time. It does not constitute an offer to supply courses or modules and it is not to be construed as imposing a legal obligation on the Institute to supply courses or modules in respect of any course of study.*

**FOR DEPARTMENTAL USE ONLY**

Offer Place <input type="checkbox"/>	Offer subject to results <input type="checkbox"/> Transcript Received <input type="checkbox"/>	Reserve List <input type="checkbox"/>	Regret <input type="checkbox"/>
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Signed 



 Date

(Head of Department)

Please print name

**DEPARTMENT STAMP & DATE**

## Guidelines for the completion of the Application Form

1. The attached application form must be completed by applicants applying for all **Full-time Direct Entry Courses** at CIT (however, see notes 2, 3, 4 and 5 below).  
This form should also be completed by applicants applying to transfer to the second (or subsequent) year of courses within CIT or by applicants applying to transfer to the second (or subsequent) year of CIT courses from another college. If applying for more than one course a separate application form must be completed.
2. Applicants applying to transfer to the second (or subsequent) year of the Art & Design courses should apply directly to the Crawford College of Art & Design, Sharman Crawford Street, Cork. Telephone: 021 4966777.
3. Applicants wishing to transfer to the second (or subsequent) year of the Degree in Music should apply directly to the Cork School of Music, Union Quay, Cork. Telephone: 021 4270076.
4. Applicants applying for entry to the second (or subsequent) year of Nautical Studies Courses should apply directly to the National Maritime College of Ireland, Ringaskiddy, Co Cork. Telephone: 021 4970643.
5. **Admission to the FIRST year of any full-time course must be processed through the CAO system except for:**
  - (a) 'Direct Entry Courses' referred to in the CIT Full-time Courses Handbook;
  - (b) Non-EU applicants to CIT for Year 1 Full-time courses commencing September 2009 onwards.
6. Please enter your full legal name.  
**THE NAME YOU ENTER HERE WILL APPEAR ON ANY PARCHMENT TO WHICH YOU ARE ENTITLED.**
7. The address that you give here will be used for all correspondence. The Admissions Office should be notified in writing of any change of address. A Change of Address Form is available at [www.cit.ie](http://www.cit.ie) (click on Admissions).
8. If your first language is not English, you are required to provide certification of competence in English.
9. Non-EU Applicants must observe the entry requirements for the course, as well as the visa requirements. Applicants claiming refugee status must attach a copy of the Stamp 4 proof of residency when registering.
10. Please state clearly on the form the full course title and the type of course for which application is being made. The onus is on each applicant to ensure that this information is accurate. For details of the course titles please refer to the CIT website or CIT Handbook.
11. Please choose from one of the following course levels:
  - Higher Certificate (Level 6)
  - Bachelor Degree (Level 7)
  - Honours Bachelor Degree (Level 8)
  - Masters Degree (Level 9)
  - Postgraduate Diploma (Level 9)
  - Doctoral Degree (Level 10)
12. (a) Copies of any qualifications, transcripts of results etc. should be included with the Application Form.  
(b) Documentary evidence of any industrial experience must accompany Application Form.  
**Please do not send original documents** as any documentation submitted will not be returned.
13. Please write your name and address on the acknowledgment card below, affix a postage stamp and return it with your application form.
14. Any queries relating to the completion of this form should be directed to the Admissions Office.  
Telephone: +353 21 4326255/4326141, e-mail: [admissions@cit.ie](mailto:admissions@cit.ie)
15. For details on the Adult & Continuing Education (Evening) Courses at CIT please contact the Department of Adult & Continuing Education. Telephone: 021 432 6577 / 6536. Email: [adulted@cit.ie](mailto:adulted@cit.ie)

**THIS FORM, FULLY COMPLETED, SHOULD BE RETURNED ON OR BEFORE 1st May TO:**  
The Admissions Office, Cork Institute of Technology, Bishopstown, Cork, Ireland

**Note:** This information leaflet does not infer or impose any legal obligations on Cork Institute of Technology to provide courses or other services to students. The information may be altered, cancelled or otherwise amended at any time. It does not constitute an offer to supply courses or modules and it is not to be construed as imposing a legal obligation on the Institute to supply courses or modules in respect of any course of study.

**Data Protection Act:** Information held by the Institute on computer will be used only for the purposes registered under the Data Protection Act 1988, that is the provision of education and training services. A copy of your details held by the Institute on computer is available on request. A fee may be payable for this.

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Institiúid Teicneolaíochta Chorcaí  
Cork Institute of Technology

If you would like a receipt of your Application Form please fill out your name and address on the reverse of this card, and affix a postage stamp.

OFFICE USE ONLY  
CIT STAMP & DATE

This is to acknowledge receipt of your application.

PLEASE RETAIN THIS INFORMATION LEAFLET FOR FUTURE REFERENCE

FURTHER INFORMATION AVAILABLE ON:



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AFFIX  
POSTAGE  
STAMP