



Non-Eu APPLICATION FORM	Full-time Courses
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Please use **BLOCK CAPITALS** and read the guidelines prior to completing this form.

PERSONAL DETAILS

Surname: _____ **Title (Mr/Ms/Mrs etc):** _____
(as per Birth Certificate)

First Name(s): _____ **Gender:** Male Female
(as per Birth Certificate)

Date of Birth: / / **Passport No.:** _____

Country of Birth: _____ **Nationality:** _____
(Non-Eu: see note 4)

Correspondence Address: _____

Personal Email: _____ **Telephone:** _____

Do you have a Disability? Yes No

The purpose of this question is to ascertain whether you require any arrangements which will facilitate your attendance at classes or assist you in taking your examinations. If you consider yourself to have a disability, please attach details and medical documentation obtained within the last 3 years.

COURSE FOR WHICH YOU ARE APPLYING

	Course Code	Course Title
First Choice		
Second Choice		

Year* of Entry: Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/>

* For Year 1, apply through the Central Applications Office by 1st May at www.cao.ie



EDUCATIONAL RECORD

(Please attach documentation)

SECONDARY EDUCATION

Name of School: _____

Address of School: _____

Dates attended: From: _____ To: _____

Last examination taken: _____

Subject (s)	Level (Higher / Ordinary)	Grade	Subject (s)	Level (Higher / Ordinary)	Grade
1.			5.		
2.			6.		
3.			7.		
4.			8.		

THIRD LEVEL EDUCATION

Year (from – to)	Institution (name & address)	Course	Award (Certificate, Diploma, Degree)	Level (Pass, Hons)

ENGLISH LANGUAGE QUALIFICATION

If English is NOT your first language, this section must be completed. Please specify which English language qualification you have, or intend to take, and give the relevant grade/score for all components. Please attach documentation.

Qualification	Grades / Scores	Date of Qualification
IELTS		
TOEFL paper-based		
TOEFL computer-based		
Other (pls specify)		



WORK / EMPLOYMENT EXPERIENCE (attach additional paper if necessary)

Please indicate the posts you have held, starting with your present post, and the nature of the experience acquired which you consider may be appropriate in assessing the merits of your application for this course:

Dates (from – to)	Employer Name & full address	Position Held	Responsibilities / Duties

Fee status:

If you are offered a place at CIT please indicate your status below:

I will be applying for a study visa. I will be paying non-Eu fees

I already live in Ireland Type of visa held: _____

I have Refugee status An Applicant with a Stamp 4 card, should attach a photocopy.

I verify that the information given above is true:

Applicant's Signature: _____ **Date:** _____

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

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

For Office Use Only:

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"/>

Signature: _____ **Date:** _____
(Head of Department)

For Admissions Office Use Only

Transcript copies <input type="checkbox"/>	English qualifications <input type="checkbox"/>	Passport copy <input type="checkbox"/>
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Guidelines for the completion of the Application Form

Please submit the following documentation with your Application:

1. Certified copies of transcripts of examination results from each Secondary School or High School and also from each third level college or University that you have attended. Certified English translations must be provided if the transcripts are not in English. Please do not send original documents, as any documentation submitted will not be returned.
2. If your first language is not English, attach evidence of proficiency in English (eg TOEFL - paper based: 550, Computer based: 213), or IELTS (Level 6.0).
3. A copy of your passport page showing your photograph and personal details.

All documentation should be submitted in A4 format.

Notes:

1. Please enter your full legal name (as stated on your birth certificate or passport). The name you enter here will appear on any parchment to which you are entitled.
2. Some programmes may require you to attend a suitability test / audition / interview or to submit a portfolio. Applicants are responsible for ensuring they are aware of the entry requirements for the programme(s) for which they are applying. See website www.cit.ie for details.
3. References are not required initially but may be requested at a later date.
4. Non-Eu students:
 - a. Once an offer has been made, non-Eu students are required to acquire a Study Visa from the Department of Justice, Equality and Law Reform for the course for which you have applied. For conditions attached to acquiring this please refer to the following website: <http://www.inis.gov.ie>. Those holding Refugee status are required to provide Stamp 4 certification
 - b. All non-Eu students who accept a place and register at CIT should have a comprehensive medical insurance policy in place. This should be organized by the student before arrival in the country.
 - c. Your registration will be subject to payment of any fees due **before** joining the course.

Data Protection Act: information held by the Institute 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.

Any queries relating to the completion of this form should be directed to the Admissions Office.
Email admissions@cit.ie, or telephone: +353 21 4326221 / 255