



# Broadbandcareers

Providing the building blocks to a better Career

### Office Use Only:

Confirmed by: \_\_\_\_\_ date \_\_\_\_\_

Receipt No \_\_\_\_\_ date \_\_\_\_\_

Exam body \_\_\_\_\_ date logged \_\_\_\_\_

Keyed by \_\_\_\_\_

## APPLICATION FORM 2012 - 2013

**EQUAL OPPORTUNITIES STATEMENT:** Broadbandcareers Ltd and Kevin Ward are committed to a policy of equal opportunities and welcomes applications regardless of community background, gender, race, colour, ethnic origin or disability.

**Data Protection:** I declare that the information I have provided is correct. I am aware that the trainer reserves the right to withdraw or cancel any course at any time and shall have no claim against Broadbandcareers Ltd or Kevin Ward. In such event except for repayment of fees paid. I understand the information provided by me will be handled in accordance with the Data Protection act 1998 and will appear in Examination certificates awarded to me. I also agree to notify Broadbandcareers of any changes to my personal details. At no time will your personal information be passed on to third parties for marketing or sales purposes.

### 1. PERSONAL DETAILS SECTION

First Name \_\_\_\_\_ Surname \_\_\_\_\_ DOB \_\_\_\_\_

Mr / Mrs / Miss / Ms / Dr

Title: Other (please specify) \_\_\_\_\_ Gender **M**  **F**  **PPS No** \_\_\_\_\_

Address \_\_\_\_\_

Post Code \_\_\_\_\_

Email \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

### COURSE DETAILS

Course code \_\_\_\_\_ Course Title \_\_\_\_\_

Exam Title \_\_\_\_\_

Course Start Date \_\_\_\_\_ 1<sup>st</sup> Preference \_\_\_\_\_ 2<sup>nd</sup> Preference \_\_\_\_\_

Course Cost \_\_\_\_\_ (**Note:** Courses must be paid in full **BEFORE** Attendance)

### HOW DID YOU FIND OUT ABOUT THE COURSE

PLEASE TICK ONE OF THE FOLLOWING BOXES

Website  Careers Advice  Brochure Distribution  Newspaper Advertisement  Employer

Previous attendance  Road show  FAS Office  Other  (please state) \_\_\_\_\_

### LEARNER SUPPORT

Do you require additional learning support because of a disability and/or learning difficulty? Yes  No   
(We welcome applications from people with learning difficulties and/or learning disabilities and will make reasonable accommodations to aid those who require it to enable them to attend the course or complete assessments. If you tick "yes" we will contact you to discuss your support requirements. Any information you provide will be kept private and will not be passed to anyone without your consent..)

## QUALIFICATIONS and PRE-REQUISITE ENTRY REQUIREMENTS

Qualifications on Entry (please tick box for the highest level of qualification you have attained to date (one box only))

Degree level or above  HNC/HND  FETAC/FAS  Leaving Cert

BTEC  City&Guilds  RSA/OCR  LCCI  CPVE  Professional Body  Other

No Formal Qualification  QUALIFICATION LEVEL Level One  Level Two  Level Three   
Level Four  Level Five  Level Six  No Level

**Office Use Only:** Grades Verified by \_\_\_\_\_ Date \_\_\_\_\_

Indicate which of your qualifications meet the entry requirements of the course you have applied for (only if course states a pre requisite qualification).

\_\_\_\_\_

This course may stipulate other requirements that are needed for a person to be accepted onto a course. Due to nature of work that the training course leads to or the physical requirements to carry and lift items, or a need for a full driving licence. Ability to work at heights, ability to climb ladders etc. By signing this I understand that if it is found that I do not meet any of the other entry criteria after the course has started. My further participation on the course will be cancelled, without any refund of course fees

Signed \_\_\_\_\_ Dated \_\_\_\_\_

## MONITORING

The following information is requested to assist in equal opportunities monitoring. It is important that you tick one box of the following sections. This information will be treated in the strictest confidence and in accordance with data protection legislation

Nationality Irish  British  Polish  Czech  Hungarian  Portuguese  Latvian

Indian  Pakistani  Nigerian  Other (please specify) \_\_\_\_\_

Ethnic Origin White  Black African  Black Caribbean  Black other  Indian  Pakistani

Chinese  Irish Traveller  Other  Not Known  Information Refused

## COURSE PAYMENT

When you decide to enrol on one or more of our **trainer led** courses we need to take a payment to reserve a place for you. This will be the full course cost. You must also complete this course application form and post it to us. Broadbandcareers Ltd. The Jays, Rathellen, Leighlinbridge, Co Carlow.

To pay with a credit or debit card call the number below. We will take the payment and book you on the course straight away. You can also pay by electronic means using paypal with your debit or credit card, by sending an email message to [info@broadbandcareers.eu](mailto:info@broadbandcareers.eu) we will then send you a paypal payment email link.

If you would like to pay by direct bank transfer. Send an email message to [info@broadbandcareers.eu](mailto:info@broadbandcareers.eu) stating that you want to pay by bank transfer. We will then send you the information you need to be able to complete that transaction.

You can also book by post and pay by cheque by sending your payment for the full amount made payable to Broadbandcareers Ltd. Fill out your details in this application send it off or email it to us. **Please note:** Cheques and Postal orders must clear **BEFORE** the commencement of any training course. Full joining instructions will be sent to you by email or post depending on which method you have decided to pay by. We will send you a map and directions to the training venue. If you are travelling to us by car.

**Contact Phone number 10am until 17.00pm Monday to Friday 059 97 23840**