



# DIPLOMA CENTRE APPLICATION FORM

**Please complete in full and in block capital letters:**

First Name(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Course correspondence address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DX no. (where applicable): \_\_\_\_\_

Company name (where applicable): \_\_\_\_\_

Email address: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Solicitor: Yes  No

Solicitor number: \_\_\_\_\_

Year qualified (solicitor): \_\_\_\_\_

Qualified lawyer overseas: \_\_\_\_\_

**If non-solicitor, please select from the options below:**

- Barrister     PPCI     PPCII
- FE1     Company secretary
- HR related     Accountant
- Financial     Other (specify): \_\_\_\_\_

**If you are not a qualified solicitor, trainee or barrister**, please submit a CV and cover letter for approval. Such applications are subject to a supplemental fee of €200 in respect of a diploma and €100 euro in respect of a certificate course.

**Please indicate where you heard about this course:**

- Law Society website:     Colleague:
- Diploma prospectus:     Gazette:
- Google search:     Social media:
- Mailshot:     eZine:
- Other (specify): \_\_\_\_\_

I would like to receive the Diploma Centre Newsletter

**Please complete course information:**

Certificate:     Diploma:

**Course Title:** \_\_\_\_\_

**If eligible for a discount, please select one below:**

- Unemployed Solicitor     Trainee Solicitor
- Loyalty discount (>2 Diploma Centre courses)
- Unemployed Solicitor+Loyalty discount (as above)
- Firm paying for three or more solicitors

Please outline if you have any **special requirements**, such as mobility or sensory issues: \_\_\_\_\_

\_\_\_\_\_

**In order to process your application please tick the following boxes:**

- I accept the [Diploma Centre Privacy Statement](#)
- I agree to the [Diploma Centre Terms & Conditions](#)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Bank details for Education EFT payments:**

**Bank Name:** Bank of Ireland  
**Account Name:** The Law Society of Ireland, No. 4 A/C  
**Account No:** 16304279  
**Branch Code:** 90-00-17  
**IBAN:** IE09BOFI90001716304279  
**BIC:** BOFIE2D

**Cheques:** Please make payable to the Law Society of Ireland

**Applications should be returned to:**

Diploma Centre,  
Law Society of Ireland,  
Blackhall Place, Dublin 7,  
DX 79

or by email to: [diplomateam@lawsociety.ie](mailto:diplomateam@lawsociety.ie)

WHEN PAYING BY EFT OR ONLINE, PLEASE ENSURE YOU SUBMIT A COMPLETED APPLICATION FORM TO THE DIPLOMA TEAM. ALWAYS INCLUDE YOUR NAME ON AN EFT PAYMENT.