DIPLOMA CENTRE APPLICATION FORM

**Please complete in full:**

First Name(s): Click here to enter text.

Surname: Click here to enter text.

(Names should be as you wish them to appear on your parchment)

Date of birth: Click here to enter text.

Address (to which parchment may be sent): Click here to enter text.

DX no. *(where applicable)*: Click here to enter text.

Company name *(where applicable)*: Click here to enter text.

Email address: Click here to enter text.

Mobile number: Click here to enter text.

Solicitor: Yes [ ]  No [ ]

Solicitor number: Click here to enter text.

Year qualified *(solicitor)*: Click here to enter text.

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

Barrister [ ]  Qualified lawyer overseas: [ ]

PPC [ ]  FE1 [ ]  Legal Exec [ ]

Engineer [ ]  Company secretary [ ]

HR related [ ]  Accountant [ ]

Financial [ ]  Other *(specify)*: Click here to enter text.

**If you are not a qualified solicitor, trainee or barrister**, pleasesubmit a CV and letter/email for approval. Applicants who are not PPC trainees or solicitors qualified to practise in Ireland are subject to a supplemental fee of €335 in respect of a Diploma and €175 euro in respect of a Certificate course, which should not be paid prior to approval onto the course. Please check the course webpage to confirm the course is open to non-solicitors.

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

Law Society website: [ ]  Colleague: [ ]

Diploma prospectus: [ ]  Law Society eZine:[ ]

Web search: [ ]  Social media *(specify below)*: [ ]

Diploma Centre Newsletter: [ ]  *Gazette*: [ ]

Other *(specify)*: Click here to enter text.

**Please complete course information:**

Certificate: [ ]  Diploma: [ ]

**Course Title:** Click here to enter text.

**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: Click here to enter text.

[ ]  I would like to receive the Diploma Centre Newsletter

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

[ ]  I accept the [Diploma Centre Privacy Statement](https://www.lawsociety.ie/globalassets/documents/education/diplomas/privacy-diplomas.pdf)

[ ]  I agree to the [Diploma Centre Terms & Conditions](https://www.lawsociety.ie/education--cpd/Courses/diploma-courses/Diploma-Information)

**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:** BOFIIE2D

**Applications should be returned to:**

**diplomateam@lawsociety.ie**

When paying by **EFT**, please ensure you submit a completed application form to the Diploma Team and have been ***approved*** onto the course if not a solicitor.

**ALWAYS INCLUDE YOUR NAME ON AN EFT PAYMENT.**