



Diploma Centre

Application For Transcript of Diploma Examination Results

A fee of €10 will apply per transcript (Euro bank draft, postal order or cheque only), made payable to the Law Society of Ireland. **Please note we do not accept cash.** Any request for a transcript not accompanied by the application fee will not be processed. **Please allow up to 30 days for the processing of your application.**

Name: _____ **Date of Birth:** _____

ID No: (either Solicitor or Diploma Student ID): _____

Name of Course Attended: _____

Year of Course: _____

Contact Phone No: _____

Email Address: _____

Address to which you would like the transcript sent:

Signed: _____ **Date:** _____

A transcript is an account of Diploma course examination results, ie confirmation of course completed, dates in attendance at the Diploma Centre (where possible) and grade awarded (where available). The Law Society cannot release details of individual examination results to any person other than the applicant. It is a legal requirement (under the Data Protection Acts) that any third party obtains a letter of release, signed by the applicant, approving the issue of his/her examination results to a named third party. Examination results cannot be given over the telephone under any circumstance.

Please return this form to: Examinations Team, Diploma Centre, Law Society of Ireland, Blackhall Place, Dublin 7, DX 79 Dublin.