



DIPLOMA CENTRE APPLICATION FORM

Please complete in full and in block capital letters:

First Name(s): _____

Surname: _____

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

Date of birth: _____

Address (to which parchment/exam letter may be sent):

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 PPC FE1

Engineer 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 €300 in respect of a diploma and €100 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: 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)

Solicitor 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: We *cannot* accept cheques while staff are working off-site during Covid-19.

Applications should be returned to:

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

or by email to: 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