



Booking / Profile Form

Name of Training Event: Certificate in Professional Education 2019
Event Code: S1904

Welcome to your Law Society Finuas Skillnet training programme. This Participant Profile Form is used by the Law Society Finuas Skillnet and Skillnet Ireland to collect profile information relating to participants on training programmes partially or fully-funded by Skillnet Ireland from the National Training Fund through the Department of Education and Skills (DES).

We ask you to complete this Form where you will share certain personal details. At the end of your training programme you will be asked to complete a Reaction to Learning Form. The data you provide is invaluable to our continued efforts to provide a wide range of relevant and desirable training programmes, to communicate with you, and to enable us to operate effectively.

Law Society Finuas Skillnet and Skillnet Ireland will comply with all applicable Data Protection Legislation in the processing of the information and personal data provided by you in this Form and the Reaction to Learning Form. Your data will be processed in line with our Privacy Statement which can be found at: <https://www.lawsociety.ie/globalassets/documents/lspt/Privacy-Statement-LSPT-Finuas-Skillnet.pdf>

Your information will be shared with third parties in certain specific circumstances:

- 1) for the purposes of delivering Skillnet Ireland training programmes via the Law Society Finuas Skillnet
- 2) for the purposes of furnishing details to the CPD Scheme section to prove your attendance at our training
- 3) for the purposes of securely storing participant information with our IT services provider
- 4) for the purpose of conducting surveys to evaluate the quality and impact of the programmes delivered by Law Society Finuas Skillnet. For such surveys, you may be contacted at some point in the future (no longer than 24 months following completion of your training either by telephone or email)
- 5) for the purpose of providing the Department of Education and Skills (DES) with statistical information to help inform national policy in relation to skills. Only aggregated and statistical data will be reported to the DES.

Should you have any queries in relation to this information please email: finuasskillnet@lawsociety.ie

Section A: TO BE COMPLETED BY ALL PARTICIPANTS

First Name _____ **Surname** _____

Phone number _____ **Email address:** _____

Solicitor number _____ **Firm name** _____

Firm address _____

If you have any special dietary requirements, please specify: _____

Signature: _____ **Date:** _____

If you wish to receive information about our Complimentary Online Regulation Course, 12 Apps of Christmas Course and ongoing course notifications, please tick the box provided

