



CIPD Foundation Certificate in People Practice Booking Form 2022-2023

For CIPD Registration purposes,
please complete all requested
information in this form.

I wish to register for: Certificate

Mr Ms Mrs Other

**Please note that the name provided will be used on the Certificate awarded on completion of the programme.*

First Name*

Last Name

Nationality

Date of Birth (DD/MM/YYYY)

Correspondence Address Line 1

Correspondence Address Line 2

Town County Country Eircode

Email

Telephone International Code Area Code Number

Organisation Job Title

Organisation Address Line 1

Organisation Address Line 2

Town County Country Eircode

Send Invoice to Student Employer Purchase Order Number

Address for Invoice

Signature of Applicant Date

Name of Authorising Officer Date

FOR OFFICE USE ONLY Student Number:

Workshop Dates: **Certificate:**

Induction/Orientation:

28 September 2022 (PM only)

Unit 1: 29 Sept & 13 Oct 2022

First Facilitated Learning Set Meeting

(LSM^A): 17 or 18 October 2022

Unit 2: 3 & 17 November 2022

Unit 3: 1 Dec 2022 & 10 Jan 2023

Unit 4: 26 Jan & 9 February 2023

2 March & 23 March 2023

25 April 2023

^ALSM date (one meeting each day)

allocation will be confirmed at Unit 1.

Venue: This course will be delivered via online workshops.

Programme Fee: The fee for the CIPD Foundation Certificate in People Practice is €2,830 per person. An Early Bird Programme Fee of €2,630 per person is available for all bookings received on or before 1 August 2022. Fee includes CIPD Student Membership Fee (up to July 2023); attendance at online workshops; all IPA course materials including prescribed textbooks, unit workbooks and access to online resources; and, ongoing tutor support. Where 3 or more participants from the same organisation enrol on and complete the programme, a 10% discount off the full course fee of €2,830 per person will apply. Individuals who will be paying for this course themselves can contact the IPA to discuss payment options.

Please send your completed form to the IPA Central Bookings Office by no later than Friday, 9 September 2022.

Please note that places are strictly limited on this programme and early booking is advised to secure a place.

Please return your completed form to:

Central Bookings Office

Institute of Public Administration, 57-61 Lansdowne Road, Dublin D04 TC62

Tel: 01 240 3666 | Fax: 01 668 9135 | Email: training@ipa.ie | www.ipa.ie

The IPA is a CIPD Approved Centre for the delivery of its Foundation Certificate & Diploma Programmes in People Practice, Human Resources Practice and Learning and Development. In accordance with the IPA's [Privacy Policy](#) learner's data for those enrolled on CIPD programmes will be shared with the CIPD as the relevant awarding body. The CIPD Privacy Policy is available at: www.cipd.co.uk/privacy-policy