

# CIPD Foundation Certificate in Human Resources Practice Application Form 2018 - Wexford

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

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

Mr Ms Mrs Other

First Name\*

Last Name

Nationality

Date of Birth (DD/MM/YYYY)

Correspondence Address Line 1

Correspondence Address Line 2

Town

County

Country

Email

Telephone

International Code

Area Code

Number

Organisation

Job Title

Organisation Address Line 1

Organisation Address Line 2

Town

County

Country

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: \_\_\_\_\_

**Venue:** This course will be held at the Institute of Public Administration in Dublin and regionally subject to demand.

**Workshop Dates:** (Wexford)

Unit 1: 16 January 2018

Unit 2: 27 February 2018

Unit 3: 27 March 2018

Unit 4: 25-26 April 2018

Unit 5: 21-22 May 2018

Unit 6: 26 June 2018

**Programme Fee:** The fee for the CIPD Foundation Certificate in HR Practice is €2,650 per person. Fee includes CIPD Student Membership Fee (*up to renewal date in July 2018*); attendance at workshops; all IPA course materials including prescribed textbooks, unit workbooks and access to online resources; tutor support & refreshments at workshops.

Where 3 or more participants from the same organisation enrol on and complete the programme, a 10% discount 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, 6 January 2018.

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

**Please return your completed form to:**

Jane Greer or Rebecca Cooney

Institute of Public Administration, 57-61 Lansdowne Road, Dublin 4 | D04 TC62

Tel: 01 240 3666 | Fax: 01 668 9135 | Email: jgreer@ipa.ie or rcooney@ipa.ie

Web: www.ipa.ie