IPA AN FORAS RIARACHÁIN INSTITUTE OF PUBLIC ADMINISTRATION

CIPD Approved centre

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

CIPD Foundation Certificate & Diploma in Learning and Development

Application Form 2019-2020

I wish to register for: ☐ Certificate only ☐ Certificate & Diploma

☐ 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 _____

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: _____

Workshop Dates:

Certificate:

Unit 1: 16-17 October 2019

First Facilitated Learning Set:

4 November 2019

Unit 2: 5 December 2019

Unit 3: 16 January 2020

Unit 4: 20-21 February 2020

Unit 5: 25-26 March 2020

Unit 6: 30 April 2020

Diploma:

Unit D1: TBC October 2020

Unit D2: TBC November 2020

Venue: This course will be held at the IPA in Dublin and regionally subject to demand.

Programme Fee: The fee for the CIPD Foundation Certificate in L&D is €2,650 per person. An *Early Bird Discount of €2,400 is available for bookings received before Friday, 13 September 2019*. An additional fee of €950 is payable for the Diploma Units. Fee includes CIPD Student Membership Fee (to July 2020); 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, 27 September 2019.

Please note that places are 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

Print Form

Submit via Email

The IPA is a CIPD Approved Centre for the delivery of its Foundation Certificate and Diploma Programmes in 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