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Diploma in Business Studies (DBS) Bachelor of Business Studies (BBS) (by distance learning)

Important: Before submitting this application, please ensure that you have satisfied the requirements of the 'Check List'.
If space is insufficient please use 'Additional Information' sheet provided.

PERSONAL DETAILS

Surname
First Name(s)
Address <div style="float: right; text-align: right; margin-top: 10px;"> Home Telephone: _____ Work Telephone: _____ Mobile Telephone: _____ Email: _____ </div>

Date of Birth			Age	Nationality	Place of Birth
Day	Month	Year			

EDUCATION – SECOND LEVEL (POST-PRIMARY)

Group/Junior/Intermediate Certificate or equivalent O Level/GCSE

Name and Address of School	Subjects	Grade Obtained	Higher/Lower	Year
	Irish			
	English			
	Mathematics			
	<i>Other (please specify below)</i>			

Leaving Certificate or equivalent. Please attach certified evidence of educational attainment, if appropriate.

Name and Address of School	Subjects	Grade Obtained	Higher/Lower	Year
	Irish			
	English			
	Mathematics			
	<i>Other (please specify below)</i>			

EDUCATION – THIRD LEVEL (POST-SECONDARY)

Qualifications (including certificates, diplomas, degrees). Please attach certified evidence of educational attainment, if appropriate.

Name and Address of Institution	Qualification and Course	Dates		Full or Part-time	Result
		From	To		

OTHER COURSES

(e.g. short work-related, professional, trade union, secretarial, voluntary, or other adult education courses, seminars, conferences, awards, membership of associations). Please complete this table and also include details on your Curriculum Vitae.

Name and Address of Institution	Course/Qualification	Dates		Full or Part-time	Result
		From	To		

Have you any previous experience of distance learning? Yes No

If **Yes**, please give brief details of this experience, including the name and address of institution and title of course taken.

PLEASE INDICATE WHERE YOU FIRST HEARD ABOUT THIS PROGRAMME:

- | | | | |
|-------------|--|-----------------------|--------------------------|
| Newspaper | <input type="checkbox"/> | Radio | <input type="checkbox"/> |
| Internet | <input type="checkbox"/> | Current Student | <input type="checkbox"/> |
| Trade Union | <input type="checkbox"/> | Employer Notice Board | <input type="checkbox"/> |
| Graduate | <input type="checkbox"/> | | |
| Other | <input type="checkbox"/> Please State: _____ | | |

Do you know a current student or graduate of the programme? Yes No

REFERENCES

Please state the name, address and telephone number of two referees with knowledge of your work and other relevant experience. (*UCD will assume permission to contact referees unless an applicant has requested otherwise*).

For the purposes of fee payment arrangements where a subsidy is available from FAS via ICTU for trade union members, do you agree to have your name and address issued to ICTU for the purpose of issuing a fee invoice only . Yes No

I hereby declare that the information I have provided is true to the best of my knowledge. Any deliberate misrepresentation may be grounds for refusing admission.

Candidate's Signature _____	Date _____
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Please return completed application forms to:

Bachelor of Business Studies (BBS) Programme
Centre for Distance Learning
UCD Quinn School of Business
University College Dublin
Belfield
Dublin 4, Ireland

For advice on your application, please contact:

Tel. (01) 716 4749 / 4818 / 4821/ 4738
Fax. (01) 716 4824
Email: bbs@ucd.ie
<http://www.ucd.ie/>





UNIVERSITY COLLEGE DUBLIN
BACHELOR OF BUSINESS STUDIES

CHECK LIST

1. One University College Dublin Application Form
2. Three signed passport photos signed on the reverse.
3. Certified evidence of educational attainment (if relevant)
4. Up to date Curriculum Vitae
5. Any other supporting documents

Note: Your application cannot be processed unless all the required documentation is included.
