

# Non-EU Application Form

## Full Time Programmes – 2019/2020

Please use BLOCK letters when completing this form

### 1 Applicant Type

Please specify if you are making this application on your own behalf, or if you are making an application on behalf of somebody else

Please specify your application type	I am a student applying on my own behalf <input type="checkbox"/> (if yes, skip to Section 2)	I am an Education Agent making an application on behalf of a student <input type="checkbox"/>
Education Agent Company Name		
Name of Agent completing form		
Agent Email Address (Please use BLOCK letters)		
If you are an Education Agent making an application on behalf of a student, by checking this box you are confirming that have a current signed representative contract with CIT, and full permission of the student to submit this application <input type="checkbox"/>		

### 2 Course choice – what do you wish to apply for?

List two programmes for which you wish to be considered in order of preference. Please use course codes and programme titles as outlined in the CIT Prospectus: <http://www.cit.ie/courses>

Level of Study you wish to apply for	<b>Bachelor's Degree</b> <input type="checkbox"/>	Master Degree <input type="checkbox"/>
	Course Code <b>(CR...)</b>	Course Title
First Preference	CR	
Second Preference	CR	
If you wish to apply to transfer directly into a year other than first year, please specify year below. Transfer applications must be accompanied by an official programme description and an official description of all modules/subjects taken to date.		
Bachelor Degree Year of Entry	Year 1 <input type="checkbox"/>	Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/>

### 3 Applicant Details

Surname (Family name) (As on Birth Certificate)					
First Name(s) (As on Birth Certificate)					
Date of Birth DD/MM/YY		Male:	<input type="checkbox"/>	Female:	<input type="checkbox"/>
Country of Birth		Citizenship			
Nationality		Passport Number			
Are you currently resident in an EU state?		<b>Yes:</b>	<b>No:</b>		
If yes, how long have you been resident within the EU?					
Irish Immigration Card Stamp type (if applicable)					

Address for correspondence:			
City/Town:		State:	
Country:		Postcode:	
Telephone No.:		Mobile No.:	
Email Address: *Must be applicant's valid email address ( <u>not agent's</u> )			
Permanent Home Address: (if different from above)			
City/Town:		State:	
Country:		Postcode:	
Telephone No.:		Mobile No.:	

Do you have a Disability:	Yes <input type="checkbox"/> No <input type="checkbox"/>
The purpose of this question is to ascertain whether you require any arrangements that will facilitate your attendance at classes or assist you in taking your examinations. If you consider yourself to have a disability, please attach details and medical documentation obtained within the last 3 years.	

#### 4 Foundation Programme (If Applicable)

If you are currently attending or intend to enrol in a foundation programme prior to your studies at CIT, please indicate the relevant foundation programme provider and the academic stream in which you are enrolled/will enrol.

Foundation Programme Provider:			
Level of Programme:	Undergraduate Foundation Year <input type="checkbox"/>	Pre Master Programme <input type="checkbox"/>	
Stream: e.g. Science, Business, etc.			
Subjects:			
In the event that your application is not successful due to the qualification presented being below the required equivalent qualification for entry, we will share your application with our partnered Foundation Programme Provider, DIFC as a pathway option to gain entry. DIFC will then contact you with suitable offerings to bridge the qualification gap in order to gain entry to study in CIT. If you do not wish for your details to be shared please tick this box <input type="checkbox"/>			

#### 5 English Language Qualification

Applicants, whose mother-tongue is not English, are required to provide evidence of their standard of English (i.e. IELTS Academic or TOEFL). Tests must be taken within 2 years prior to commencement of study at CIT.

First Language/Mother tongue:			
Current English Language Proficiency Score: (please specify exam taken, i.e. IELTS/TOEFL)			
Exam:	Score:	Date:	

6	Second Level Education Details
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Name of School:			
Address:			
From: (Month/Year)		To: (Month/Year)	

If you have attended more than one school, please complete and specify reason for change.

Name of School:			
Address:			
From: (Month/Year)		To: (Month/Year)	
Reason for change:			

Please give details of the highest second level qualification attained. If you are taking examinations this year, please specify the subjects and level you are taking.

Have you completed your second level education?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Title of Examination:			Exam Date:	
Examination Authority:				
<u>Subjects</u>		<u>Level</u>	<u>Grade/Mark</u>	

Note: Please ensure that an original or certified true copy of your high school transcript or certificate of results is attached.

7	Third Level Education
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Transfer applicants should attach an up-to-date transcript as well as an official programme description and an official description of all modules/subjects taken to date.

Name of Institution:			
Address:			
Years of Study:	From:		To:
Major Areas of Specialisation			
Qualification: e.g. Diploma / Degree			
Result:		Class of Qualification:	
Graduation Date:			

8	Please indicate any periods of leave of absence from your studies and reason for this absence

9	Professional/Industrial Experience (If applicable)
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Name of Employer:				
Address:				
Date of Employment:	From		To	
Nature of Work:				
Level of Responsibility:				

10	Where did you hear about CIT?
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Education Fair/Exhibition <input type="checkbox"/>	Agent <input type="checkbox"/>	CIT Representative <input type="checkbox"/>
Web <input type="checkbox"/>	Open Day <input type="checkbox"/>	Guidance Counsellor <input type="checkbox"/>
Social Media <input type="checkbox"/>	Newspaper <input type="checkbox"/>	Word of Mouth <input type="checkbox"/>
Other <i>(please specify)</i> <input type="checkbox"/>		

**Please give further details (i.e. Agent's name/Education Fair details) on how you heard about us:**


Please check that you have accurately completed all questions

11	Declaration
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I affirm that the particulars given in relation to this application are in all respects true and I agree to be bound by the academic regulations of the Institute.

Signature:	Date:
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## Required Supporting Documentation

The following documentation must accompany this application. Please send either an original or a certified true copy of each document. Full Application to be sent as one PDF Document.

1	Birth Certificate OR Photo Page of Passport – Photocopy of either document
2	School Leaving Examination Certificate OR High School Transcript. Include forecast results if final results are not available. (Bachelor Degree Applicants only)
3	Academic Transcript and Proof of Final Degree (required for transfer and postgraduate applicants) & Academic Grading/Marking Scheme
4	English Language Proficiency score for applicants whose first language is not English. i.e. IELTS Certificate
5	CV

Please note: You must provide Official English translation of all your documentation not in English  
There may be additional requirements specific to your course e.g. Portfolio. Please ensure you check your course page.

## COMPLETED APPLICATIONS

Please submit completed applications to: International Office at [international@cit.ie](mailto:international@cit.ie) as one PDF or via post to International Office, Cork Institute of Technology, Bishopstown, Cork, Ireland.

## IMPORTANT

Only Non-EU Applicants should complete this application form. If you have any queries regarding your status, please contact the International Office, [international@cit.ie](mailto:international@cit.ie) to obtain clarification. Applicants who are categorised as Non-EU for the purpose of admission shall not be permitted to change their status to that of an EU student following admission.

Places are offered on a first come first served basis. Therefore, applicants must return their completed application form to the International Office, Cork Institute of Technology.

If you do not have examination results at time of application you should forward these immediately when available. Please note that only authentic documentation should be sent for consideration and falsifying of such documents is a serious offence.

Incomplete application forms, or those submitted without the requested documentation, will not be processed until we receive same. It will be the **applicant's own responsibility to ensure that the** International Office receives the completed application form prior to the closing date.

Note that this application is only for academic consideration. All issues relating to visas, immigration and accommodation are **the applicant's own responsibility**.