



PLEASE USE BLOCK CAPITALS

GCC Student No. _____

Title _____

Forename/s _____

Surname _____

PLEASE PRINT YOUR NAME AS YOU WOULD LIKE IT TO APPEAR ON YOUR AWARD PARCHMENT

FOR OFFICE USE ONLY

Date Received: _____

Deposit Paid: Yes No

Receipt No.: _____

Date Paid: _____

PERSONAL DETAILS

Date of Birth _____

Email Address (mandatory) _____

Phone MOBILE HOME WORK _____

Address for Correspondence _____

Nationality _____ Country of Birth _____

Gender: Male Female

PROGRAMME & PAYMENT DETAILS

Course Title _____

Commencement Date _____

Course Price € _____ *GCC discourages payment of fees by cash*

Payment Type: Credit Card Cheque Sponsor

If paying by Credit Card:

Card Holder's Name _____

Credit Card Number _____

Expiry Date _____ Security Number _____

EQUAL OPPORTUNITIES

Do you have a disability? Yes No If yes, explain the nature of your disability

PLEASE SIGN BELOW TO INDICATE THAT YOU HAVE READ AND AGREE TO THE TERMS AND CONDITIONS OF APPLICATION ON REVERSE OF THIS FORM

Signature _____ Date _____

TERMS AND CONDITIONS

- a) Students are required to pay a deposit of €150 for part-time courses.
- b) All courses are run subject to sufficient applications. When a course is under-subscribed and does not commence we can transfer you to an alternative course or issue a full refund of fees paid.
- c) Fees refunds are not given to participants once the course has started. All fees must be paid at least 1 week prior to commencement date of the course.
- d) If participants have not attended any classes, a refund of fees paid less an administration fee of €50 will be given. You must advise the Evening Course Coordinator in writing, 7 working days before the course commences that you are unable to attend otherwise you will not be eligible for a refund.

COURSE LIST

BUSINESS

Diploma in Business Studies (ICM)
Diploma in Marketing, Advertising,
PR & Sales (ICM)
Diploma in Human Resource Management (ICM)
Diploma in Management Studies (ICM)

LAW

Certificate in Legal Secretarial Skills

JOURNALISM & MEDIA COMMUNICATIONS

Certificate in Journalism
Practical Writing

PSYCHOLOGY

Introduction to Practical Psychology
Child Psychology
Diploma in Psychology (ICM)
Criminalistics and Forensic Psychology

COMPUTING & OFFICE SKILLS

Certificate in Administration & Office Skills
Advanced Administration & Office Skills
ECDL – European Computer Driving Licence
EUCIP – Certificate of Informatics
Professionals Core
Microsoft Office Specialist (MOS)
Computerised Accounts (Sage Line 50)
Computerised Payroll (Sage QuickPay)
Certified Payroll Technician (IPASS)
Certified VAT Technician (IPASS)
JavaScript
Introduction to PHP and MySQL

PROFESSIONAL TRAINING & DEVELOPMENT

Diploma in Interior Design & Decoration
(Limpert's Academy)
Supervisory Management
Diploma in High Tech Crime
Understanding Juvenile Offenders
ACCA Certified Accounting Technician
Accounting Technicians Ireland (formerly IATI)

*IF THE COURSE YOU WISH TO APPLY FOR IS NOT ON THE LIST ABOVE,
PLEASE CONTACT THE COLLEGE FOR THE COURSE SPECIFIC APPLICATION FORM evening@gcc.ie*