



St. Angela's College, Sligo
Coláiste San Aingeal, Sligeach
A College of NUI Galway



Centre for Special Educational Needs, Inclusion and Diversity

Certificate in Special Educational Needs for SNAs 2018-2019

Drumcondra Education Centre - Pilot Programme

Application Form

- Please complete using black ink and block capitals.
- Please complete all sections of the application form where relevant and return to:

Maxine Gilmartin

Education Department Administrator

St Angela's College

Lough Gill

Sligo

F91 C634

Please note the closing date for receipt of applications is Monday 28th May 2018

- Please include a postal order for a non-refundable application fee of €25 with this application.
- **Please detach and carefully retain all Appendices for your information – please do not include the appendices with your application, they are for you to keep.**

SECTION A

Background Information

Surname Forenames

Maiden Name Nationality (on passport)

Country of Birth County of Birth (if Irish)

Country of previous permanent residence.....

County of previous permanent residence (not birth)

Years resident in Ireland (if born outside Ireland).....

Date of Birth

PPS Number Male/Female

Correspondence Address (please ensure you are contactable here)

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Telephone No: Work Phone Mobile:

*Email:

*** You must supply an email address for registration purposes**

Current Student: Yes / No - if yes student number:

Previous Student: Yes / No – if yes, student number:

SECTION B

Second Level Education

School Attended

Year

Level of Certification

SECTION C

1. Other Education Awards, if any (e.g. FETAC Level 5)

Title

Year Grade Awarded by

(Continue on a separate sheet if necessary)

2. Primary Degree/Title/Award, if any

College Attended Dates

Awarding Body

Award Level (state overall honours or grade levels)

3. Postgraduate Qualification, if any (e.g. Diploma)

Title

Year Grade Awarded by

SECTION D

Employment Record

Please list appointments held in order of **most** recent, briefly describing the nature of the work undertaken, if relevant to your application. **(Continue on a separate sheet if necessary)**

Dates From	To	Employer	Job Title

SECTION E

Relevant Experience

Please provide details of any experience (work, volunteering, projects, etc.) that you have gained which you think is particularly relevant for the specific programme for which you are applying.

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SECTION F

School Details

Principal: School:

School Roll No.: Telephone No.:

Email:

School Address:

Please indicate

Primary School Special School

Special Class/Unit Post-Primary

Are you a SNA sanctioned by the Department of Education and Skills?

Yes No

SECTION G

Supplementary Information

Outline your reasons for doing the course and your understanding of the demands that this course will make on you, and what steps you intend to take to overcome.

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SECTION I:

How did you learn about the course? Please tick (✓) relevant response

Work

Social Media

Other (please specify).....

SECTION J:

I acknowledge that the particulars given in relation to this application are in all respects true.

SIGNATURE **DATE**

CHECKLIST:

Before submitting this application, please ensure that you have satisfied the requirements listed below

Incomplete entries will not be considered

1. Fully completed Application Form
2. International English Language Testing System (IELTS) or Test of English as a Foreign Language (TOEFL) Certificate(s) for applicants whose first language is not English
3. Non-refundable application fee of €25.00 (cheque/postal order to be made payable to St. Angela's College)

Appendix 1
College Procedures
Please detach and retain for your information

- You will be sent a letter confirming that you have a place or otherwise in June.
- You must decline or accept this offer on or before the 15 June 2018.
- If you accept this offer you will be asked to pay a €400 deposit with your acceptance by the 15 June 2018 in order to secure your place.
- The remaining €400 of the total course fee of €800 is payable on or before the 8 September 2018.
- You will receive an email to your personal email address from the Registrar's office in August requesting that you:
 - Register on the course
 - Send in two signed passport photos for a student card
 - Set up your College Email account
 - You will be advised as to the payment methods for the course fees on Registration.
- Please direct all queries regarding Registration and student cards to the Registrar's Office, skelly@stangelas.nuigalway.ie or 071 9195512.
- Full fees must be paid prior to the commencement of the course. Please contact the Finance Office with any queries regarding payment of fees 071 9195524.
- Once you have been sent information on procedures for Registration all correspondence will be to your College Email address.
- You must check College Email regularly for updates and information.
- Course Co-ordinator: Miriam Colum mcolum@stangelas.nuigalway.ie
- Course Administrator: Maxine Gilmartin mgilmartin@stangelas.nuigalway.ie

Appendix 2

Key Dates

Please detach and retain for your information

June 2018	Letter of offer or otherwise
15 June 2018	Deposit of €400 to be paid
August 2018	Email from Registrar's Office regarding registration for course
8 September 2018	Deadline for remaining €400 of total course fee to be paid
8 September 2018	Course Commences