

# APPLICATION FORM

## Master of Arts in Learning and Teaching



### Personal & Contact Details

Surname:		PPS No.:	
First Name(s):		Tel No.:	
Address:		Mobile No.:	
		Email:	
		Date of Birth:	

### Teaching Experience

Employer	From	To	Nature of Teaching

Currently your teaching category is  
Please tick

Currently your  
typical contact  
hours  
per week are

If part-time is your  
teaching contract going  
to be renewed next  
academic year?  
Yes / No

Full-time Teaching	<input type="checkbox"/>		
Part-time Teaching	<input type="checkbox"/>		
Other please detail below	<input type="checkbox"/>		

### Qualifications

Title of Award(s): \_\_\_\_\_

Overall Result & Grade (eg Hons. 2.1): \_\_\_\_\_ Year of Award: \_\_\_\_\_

Applicants who have gained their Honours Degree qualifications at an institute other than Dundalk Institute of Technology, must provide a transcript of their results to Dundalk Institute of Technology in support of their application. Confirmation of results may be sought from the awarding Institute.

## Membership of Professional Associations, Institutions, National & International Bodies

Professional Association	Period of Membership	Level of Involvement & Grade of Membership

## Personal Statement / Briefly explain why you are interested in this programme

## Disability

Do you have a disability, specific learning difficulty or a significant health problem?

Yes / No

If yes, please give details on a separate sheet

I certify that the information I have provided on this form is accurate.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Please note the following

1. Any specific Programmes queries may be obtained by contacting Dr Moira Maguire on extn 2703 or Gerry Gallagher on extn 2752 Direct Dial Tel: (042) 9370320
2. This application form, fully completed, must be returned to the Laura Mc Kenna, CELT Co-ordinator, S205., Dundalk Institute of Technology, Dublin Road, Dundalk, Co. Louth.
3. In the event of competition for places, the Institute reserves the right to select candidates on criteria which may include interview, prior experience and career diversity. Candidates are invited to provide additional pertinent information on a separate sheet.
4. Dundalk Institute of Technology's admission, registration and examination processes are subject to the provisions of the Freedom of Information Act 1997 and Freedom of Information (Amendment) Act 2003.
5. Dundalk Institute of Technology is a registered Data Controller and will comply with its obligations under existing or future data protection legislation with regards to dissemination of personal information to any third party.
6. Dundalk Institute of Technology will retain application forms and any other documentation (including examination scripts) supplied by registered students of the Institute in line with the Institute's Records Management Policy.
7. The information supplied in your application (including examination results) may be used by Dundalk Institute of Technology for statistical and course development purposes.
8. Applicants have the right to access all personal information held on them by Dundalk Institute of Technology.
9. Dundalk Institute of Technology will hold your data indefinitely to assist with your lifelong relationship with the Institute or until you ask us to do otherwise. All records retained by the Institute are held in accordance with the Institute's Records Management Schedule (available on website). If you exercise our right to erasure, we will retain a set of core personal data which for graduate will include: name, subjects studied, graduation details, date of birth, and your unique identification number so that we can assist you with any queries you may have in the future, to maintain your education details for reference and archive purposes but also to ensure that we do not contact you inadvertently in the future. The Institute may also need to retain some financial records about you for statutory purposes. We respect your right to