



Application for Registration as a Student on the Diploma in Tax

Personal Details

Title: _____ Surname: _____ First Name: _____

Address: _____

Work Telephone Number: _____ Mobile Telephone Number: _____

E-mail Address:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(A VALID E-MAIL ADDRESS IS MANDATORY WHEN ENROLLING AS A STUDENT)

Employment details

Company name: _____

Division: _____

Qualifications

List the professional and academic qualifications held

Qualification	Awarding body	Year

Have you previously registered as a student with the Irish Tax Institute? Yes No

If yes, when? _____

Data Protection

Your personal information will be processed by the Irish Tax Institute in accordance with the Data Protection Acts, 1988 and 2003. We will use your information to process your registration form and to enrol you on the relevant course. Thereafter, we will keep your personal information on file and it will be processed for administrative purposes.

A learning management system (LMS) tracks all other aspects of student engagement, such as if and when a student views online lectures or participates in interactive quizzes for the purposes of self-testing on core material or in discussion fora. Where a student’s course fees and/or assessment fees are being paid by their employer who is their employer at the time of payment (“payor”), the payor may request confirmation from the Irish Tax Institute that the student is engaging with all aspects of the course and may request access to that student’s attendance records and assessment results. Students are advised that, where this information is requested by the payor, the Irish Tax Institute will advise the payor of their LMS engagement record in addition to their assessment results once these are available in accordance with our data protection notice.

We would like to keep you updated in relation to future courses and/or publications. Usually we send such materials by post but we would also like to contact you by e-mail, SMS or phone. You have a right not to receive such materials from us. If you do not wish for us to use your details, please tick the box

I agree that the data provided in this Application Form may be submitted to the Irish Tax Institute in support of my application for the Diploma in Tax.

Fitness Declaration

I undertake that I shall at all times observe and comply with the rules and regulations of the Irish Tax Institute applicable to the conduct of its members, including without limitation the rules set out in the Bye-Laws and in the Code of Professional Conduct, and that I shall observe and comply with such rules both in the letter and in the spirit. I further undertake that I shall not, whether by act or by omission, engage in conduct tending to bring myself, the Irish Tax Institute or its members into disrepute.

I also confirm to the best of my knowledge that I have not been involved in any activity if it had occurred at a time when I was a registered student of the Institute which could be construed as breach of the Institute's Code of Professional Conduct. I acknowledge that making this Declaration falsely may result in my expulsion as a student from all or any courses organised by the Irish Tax Institute.

Declaration

I have read and understand the Irish Tax Institute's Diploma in Tax Course Information & Regulations 2017/2018 including the Student Regulations and agree to be bound by all decisions of the Education Committee.

I hereby give notice that I wish to present myself for the Diploma in Tax Assessment. I have given the information required of me by the Education Committee.

I agree that the Irish Tax Institute may publish my examination results. I certify that the information given is correct.

Signature _____ Date _____

Name (block capitals): _____