

Instructions on Completing the Application Form and Notes

Before filling in the application form you should read the course outlines carefully, these will give you the latest information about entry requirements and course content. List your first, second and third choices on the application form.

Please use BLOCK LETTERS throughout

Educational Qualifications – you must attach a copy of relevant certificates. Check entry requirements on the course outline sheets. Note that most of our part-time courses not require pre-qualifications

Exemptions – if you think you are eligible for exemptions, please enclose details of relevant qualifications with the application form. This will help to ensure a speedy response to your application.

Please be sure to sign the application form agreeing to Griffith College's Terms & Conditions.

Fees include the cost of lectures, revision, coursework assessments and incidental hand-outs. The cost of membership / registration of professional / validating bodies, examination registration fees and course materials are borne by the student (where applicable). Check with the college for more information.

For Irish students a deposit, as outlined on the price list, is required to secure a place on the chosen course. The deposit must be sent along with the application form. Full fees must be paid on receipt of confirmation of the course start. This will be sent to you 1 to 2 weeks prior to the scheduled start date. Courses will only start if a sufficient number of applicants are received

All deposits are non-refundable except where the College fails to start a course and the applicant does not wish to take up an offer of an alternative course (Irish students only). The balance of the course fees must be paid no later than one week prior to the commencement of the course. Students are not allowed to attend lectures where course fees are outstanding.

The College reserves the right to make variations to the methods and timing of delivery of programmes, to combine programmes and to vary fees where necessary. Your rights as a student will not be affected by any such adjustments.

: The College would like each of our courses to be challenging and enjoyable. If you have any suggestions or concerns regarding your chosen course please feel free to discuss any aspect of it with a member of staff.