

Professional Certificate in Data Protection 2023/2024

Registration Form (IFS Skillnet).

Please return completed form as soon as possible to Fundedprogrammes@iob.ie

Personal Details

IOB Membership number (if applicable)				
Title	Mrs.	Mr	Ms.	
First Name				
Surname				
Date of Birth				
Mobile phone number*				
Email address				
County of birth e.g., Dublin				
Country of Birth (if born outside of Ireland)				
Is English your first language? **	YES	☐	NO	☐

*We will send you alerts when new correspondence is posted online to IOB Learn.

** Information on minimum language requirement is available at: [Info | IOB](#)

Work Details

Employer Name	
Department	
Staff Number	
Address	
Postcode/Eircode	
Work Phone	



A recognised
college of UCD

Home Details

Address	
Postcode/Eircode	
Home Phone	

Note: All postal correspondence is sent to your work address unless requested otherwise. IOB does not accept responsibility for correspondence sent to home addresses.

Please tick here if you would prefer your postal correspondence to be sent to your home address. ☐



A recognised
college of UCD

COURSE SECTION

Module	Trimester	Exam Information	IOB Fee	IFS Skillnet Funded Fee	Module Selection
Data Protection Policy and Procedures	Spring	May 2024	€1,595	€1,100	☐

RECOGNISED PRIOR LEARNING

Credits for recognised prior learning may be available. Go to [Info | IOB](#)

Note: you can only apply for recognised prior learning on initial admission to the programme.

LECTURE DELIVERY 2023-2024

Module delivery will be online for 2023-2024

EXAM DELIVERY 2023-2024

Exams will be delivered online for 2023-2024



A recognised
college of UCD

EMPLOYEE FUNDING

If you are taking part in the programme in a private capacity and funding the programme fees yourself (i.e., outside the course of your employment) you may indicate that your information should not be disclosed to your employer by ticking the box below.

I can confirm that I am participating in this programme outside the course of my employment and funding the programme myself ☐

Declaration

I wish to apply programme registration of IOB. I have read in full, understand and agree to be bound by the terms and conditions of the programme and referred to online at www.iob.ie/terms. I understand that as a student of IOB, I am bound by the academic regulations available from iob.ie.

Signature

Date

		/			/
--	--	---	--	--	---

PAYMENT AUTHORISATION

COMPLETION OF ALL DETAILS IS REQUIRED.

Select **one** of the payment options below and ensure to fully complete the option selected.

Option 1 – Invoice my employer, details and Company Authorisation below:

I authorise IFS/Skillnet/IOB to issue an invoice in respect of programme fees selected overleaf. confirm that payment will be made on receipt of invoice.

Purchase order number (if applicable)	
Company name (to appear on invoice)	
Company address (to appear on invoice)	
Authorised signatory. (the person in your company who has responsibility for authorising invoices for training programme fees)	
Email Address	
Phone number	
Signature	
Date	/ /

- Option 2 – Payment made directly to IFS Skillnet by EFT (online transfer), if you wish to pay by this method, please contact IFS Skillnet directly. Contact details for IFS Skillnet are available at www.ifskillnet.ie/contact-us Note: If you wish to make payment by EFT (online transfer), you must submit a letter from your employer to IFS Skillnet stating that the candidate/student will be reimbursed once the programme is complete. A template for the letter of financial support is available at www.ifskillnet.ie/letter-of-financial-support)

Note: We regret that we are unable to accept payment by credit/debit card

ADDITIONAL PRODUCTS AND SERVICES

From time-to-time, IOB would like to keep you updated about products and services which we will offer by email, post, SMS and other electronic means.

If you would prefer **not** to receive these updates, please tick the relevant box(es) below:

	Tick if you do NOT want to receive updates
Membership (e.g. Member Events, Quarterly Newsletter)	☐
Education (e.g. New and Existing Programmes, Open Evenings, Programme Taster Lectures, Masterclasses)	☐
Designation/Continuing Professional Development (CPD) (e.g. CPD Webinars, CPD Competitions)	☐

If you have previously opted out of receiving updates on additional products and services and now wish to receive updates, please manage your preferences under 'My Details' in IOB Learn at iob.ie

Data Protection

For more information about how we use your personal information, the types of information we collect and process and the purposes for which we process personal information, please read our Data Protection Notice ([available here](#))

The General Data Protection Regulation impose obligations on IOB to keep personal data up to date. To help us comply with this obligation, you can update your personal information at any time via "Member Resources > My Details" section on IOB Learn (where you may also update your marketing preferences).



A recognised
college of UCD