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IIPMM

Bachelor of Business Ordinary Degree Procurement and Supply Management

REGISTRATION FORM

The Procurement and Supply Management Institute

1. Personal Details

First Name: _____ Family Name: _____

PPS Number: _____ Gender: Male Female

Nationality: _____

Contact Details:

Phone (H): _____

Phone (W): _____

Email: _____ **(mandatory)**

Address: _____

Date of Birth: ____/____/____

PLEASE NOTE STUDY TEXTS WILL BE SENT TO YOUR EMPLOYERS ADDRESS UNLESS OTHERWISE INSTRUCTED

2. Education

Third Level:

College: _____

Award: _____

College: _____

Award: _____

Professional Qualification(s):

Professional Body: _____

Award: _____

Professional Body: _____

Award: _____

Original evidence of academic achievement including, transcripts and syllabi, on which you are relying for exemptions must be submitted with this application.

3. Employment Details

Employer: _____

Address: _____

Current Position: _____

Main Duties/Nature of Work: _____

Commencement date: ____/____/____

Your experience in supply management (to the nearest year): _____ Years

Previous Employment History starting with your current role (you may continue on a separate sheet):

Date: ____/____/____ Company: _____ Position: _____

Date: ____/____/____ Company: _____ Position: _____

Date: ____/____/____ Company: _____ Position: _____

Recommendation by current employer:

I recommend this applicant as a student with the Institute and our organisation will provide the necessary support and mentoring to facilitate their development as procurement professional. The company signatory must be a senior member of the management team, preferably your line manager.

Signed: _____ Position: _____

Dated: ____/____/____

4. Modules to be taken

Level 7

(three mandatory modules)

Financial Management (10)

Bridging Studies :

Operational Supply Management (10)

Marketing & Bus Comm. (both)

Business Law (10)

Commercial Relationships (Diploma only)

(the learner should select two elective modules)

Operations Management (15)

Economics (Graduateship only)

Logistics Management (15)

Retail Channel Management (15)

Public Sector Procurement (15)

5. Study methodology:

College (please specify below)

Distance Learning (please specify below)

Home Study

The examinations are held in May each year. Please consult the current academic calendar for full details.

Examination Centre: Dublin

Cork

Alternative (if available) _____

6. Exemptions

List any exemptions that you wish to apply for (Subject to a maximum of 2):

Mandatory Modules:

Financial Management (10)
Operational Supply Management (10)
Business Law (10)

Elective Modules:

Operations Management (15)
Logistics Management (15)
Retail Channel Management (15)
Public Sector Procurement (15)

Original evidence of academic achievement including, transcripts of results and syllabi, on which you are relying for exemptions must be submitted with this application. (an exemption fee of €75 per module applies)

7. Fees

Fee Payment – Distance Learning Tuition (including tutorial fees)

Modules:		Bridging Studies :	
Financial Management	@€475 _____	Marketing & Bus Comm.	@€250 (Both) _____
Operational Supply Management	@€475 _____	Commercial Relationships	@€250 (Dip. only) _____
Business Law	@€475 _____	Economics	@€250(Grad. only) _____
Elective module	@€395 _____		
Totals	€ _____		€ _____
Overall Total			€ _____

Evening Classes Tuition:

Financial Management @€240 _____

Operational Supply Management @€240 _____

Business Law @€240 _____

Elective module @€350 _____

Totals € _____

All fees include registration fees, course materials, revision courses, tutor fees and, examination fees. All fees are payable directly to the IIPMM.

Payment Method

a). Credit Card / Laser

Laser Mastercard Visa

Card Number: _____

Expiry Date: _____

Security Number: _____ (three digit number on rear of card)

b). Cheque / Postal Order (must be included with Application) Total amt. _____

NB. Course Material will only be issued on receipt of full payment

8. Terms and Conditions.

I hereby confirm that I have read the Syllabus and Quality Assurance Policies and Procedures documents and will abide by the rules and regulations of the Irish Institute of Purchasing and Materials Management.

In particular, I have read and agree to abide by the rules and regulations (Copies of the Quality Assurance Policy and Procedures are available on our website), that apply to all assessments. I understand that cheating or personation in assessments may result in being barred from sitting any Institute assessments and that plagiarism in respect of assignments may also result in cancellation of results and being barred from taking any Institute assessments.

It is my responsibility to inform the Institute of any changes in personal circumstances including changes of address during the academic year.

It is my responsibility to ensure that I have enrolled on the appropriate tuition course for the IIPMM programme.

I agree that once accepted as a student of the Institute, I am fully liable for all fees due and that fees paid are non-refundable

Processing of fees is not or cannot be implied to construe acceptance of any student application. Where an application is refused a full refund will be made.

Signed: _____

Dated: ____/____/____

Accepted on Programme by IIPMM

Yes / No initials: _____ Date: ____/____/____

9. Checklist

All sections of application form completed.

Evidence of academic achievement enclosed.

Two passport photographs signed on rear.

Correct fee and payment details are included.

This form along with all of the above should be submitted no later than 31st August 2010.