

# TU Dublin - Access Foundation Programme

## Young Adult Application Form

(21 years of age or under on the 1st of January 2019)

**Data Protection/Privacy statement:**

Personal information and data supplied by you as an applicant will be used to assess your application and to assist us in providing adequate support for your needs. Personal information provided to TU Dublin will be treated with the highest standards of security and confidentiality in accordance with the EU General Data Protection Regulation. Data provided may also be used for research and monitoring purposes by TU Dublin staff. By submitting this application form you acknowledge and consent to these practices.

OFFICE USE ONLY		
DATE STAMP	APPLICATION No.	ENTRY YEAR <b>2019/20</b>

### Section A: Personal Details

Your Personal Details		
Surname:		
First Name(s):		
Did you apply to the HEAR scheme in 2019? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Did you apply to the Hear Scheme or Access TU Dublin or QQI Access TU Dublin in 2018? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If you were deemed eligible for any of the above in 2018, and can provide proof, then you do not need to complete sections B and C on this form.	I was deemed eligible for Access TU Dublin - City Campus or QQI Access TU Dublin - City Campus in 2018 (Please submit proof)	<input type="checkbox"/>
	I was deemed eligible for HEAR in 2018 (Please submit copy of your HEAR 2018 eligibility email/letter)	<input type="checkbox"/>
Leaving Certificate 2019:	Are you due to take your Leaving Certificate in June 2019?	<input type="checkbox"/>
PPS Number:		
Contact Address:		
Date of Birth (dd/mm/yyyy):        /        /	Gender:    Male    Female	
Country of Birth:	Nationality:	
Email Address:	Mobile Phone:	

All correspondence with applicants will take place via email, therefore you must have an active email address.



**SECTION B3**  
Parents/Guardians - Socio-Economic Background

<b>Parent(s)/Guardian(s) Full Name:</b>	
<b>Parent/Guardian 1:</b>	<b>Parent/Guardian 2:</b>
<b>Parent(s)/Guardian(s) Current Job Title(s) (or their most recent job title if they are not currently working) :</b>	
<b>Parent/Guardian 1:</b>	<b>Parent/Guardian 2:</b>
<b>Parent(s)/Guardian(s) please indicate which option best applies to you. ✓ Tick one box only in each column:</b>	
<b>Parent/Guardian 1</b>	<b>Parent/Guardian 2</b>
<input type="checkbox"/> Working for payment or profit <input type="checkbox"/> Never worked <input type="checkbox"/> Currently unemployed <input type="checkbox"/> Looking after home/family <input type="checkbox"/> Retired from employment <input type="checkbox"/> Unable to work due to permanent sickness or disability <input type="checkbox"/> Deceased <input type="checkbox"/> No contact	<input type="checkbox"/> Working for payment or profit <input type="checkbox"/> Never worked <input type="checkbox"/> Currently unemployed <input type="checkbox"/> Looking after home/family <input type="checkbox"/> Retired from employment <input type="checkbox"/> Unable to work due to permanent sickness or disability <input type="checkbox"/> Deceased <input type="checkbox"/> No contact
<b>Parent(s)/Guardian(s) Current or Most Recent Type of Employment. ✓ Tick one box only for each parent/guardian:</b>	
<b>Parent/Guardian 1</b>	<b>Parent/Guardian 2</b>
<input type="checkbox"/> Employee <input type="checkbox"/> Self employed (including farmer) <input type="checkbox"/> Self employed (including farmer) with paid employees <input type="checkbox"/> Never worked	<input type="checkbox"/> Employee <input type="checkbox"/> Self employed (including farmer) <input type="checkbox"/> Self employed (including farmer) with paid employees <input type="checkbox"/> Never worked

**Useful tip:**

The deadline for this application is Friday 3rd May 2019. If you need assistance in completing section B or C please contact us on 01 402 4222 / [accessadmissions2019@dit.ie](mailto:accessadmissions2019@dit.ie) OR submit what you can and we will contact you if we need additional information.

**SECTION B4**

**Parent(s)/ Guardian(s) highest level of education completed**

<b>✓ Please tick one box in each column i.e. to indicate the highest level of education that each parent reached</b>	<b>Parent/Guardian 1</b>		<b>Parent/Guardian 2</b>	
1. No formal education	<input type="checkbox"/>		<input type="checkbox"/>	
2. Primary education	<input type="checkbox"/>		<input type="checkbox"/>	
3. Secondary education	<input type="checkbox"/>		<input type="checkbox"/>	
4. Further Education (eg. PLC level 5 or 6 , QQI award (formerly FETAC)	<input type="checkbox"/>		<input type="checkbox"/>	
5. Third level/Higher Education (e.g. diploma, degree, masters)	<input type="checkbox"/>		<input type="checkbox"/>	
If yes to questions 4 or 5 please state year completed:				
If yes for questions 4 or 5 please state the name of the Institute attended:				

## Section C: Your Family Financial Circumstances

SECTION C1 Higher Education Maintenance Grant			
Did you receive a SUSI grant for 2018/19 year of study?			
Please tick ✓			
Yes <input type="checkbox"/>	Please complete section C2 below.	<i>If yes documents required:</i> Your 2018/19 grant award letter from SUSI stating clearly the award amount.	
No <input type="checkbox"/>	Please complete section C3 below.		

SECTION C2 Financial Circumstances					
Tick yes to all types of income that apply to each parent/guardian. Tick no to the types that don't.					
Type of Income	Parent 1	Parent 2	Guardian 1	Guardian 2	<i>If yes, documents required</i>
Did your parent/guardian receive any income from Department of Social Protection in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Social welfare statement To include: - details of the type of payment - total amount for 2017
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	

SECTION C3 Financial Circumstances					
Tick yes to all types of income that apply to each parent/guardian. Tick no to the types that don't.					
Type of Income	Parent 1	Parent 2	Guardian 1	Guardian 2	<i>If yes, documents required</i>
Was your parent/guardian working in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	P21 for 2017 - from Revenue Commissioners
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	
Was your parent/guardian self employed in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Self-Assessment Letter - Chapter 4 for 2017 from Revenue Commissioners or Tax Exemption Letter
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	
Did your parent/guardian receive any income from Department of Social Protection in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Request for information form from the department of social protection To include: - details of the type of payment - total amount for 2017
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	
Did your parent/guardian receive a lump sum for being made redundant in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	RP 50 form (from previous employer)
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	
Did your parent/guardian receive a lump sum for retiring in 2017?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Letter from employer And/Or body Administering the Pension To include: - Date employment ceased - Gross amount of lump sum received in year ending 31/12/17 - Number of years in that employment - Gross annual pension
	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	

**SECTION C4**  
Request for information from the Department of Social Protection

### Part 1: To be completed by Applicant

APPLICANT'S NAME:									
ADDRESS:									
CAO NUMBER:									
DATE OF BIRTH:			/			/			
PPS NUMBER:									

### Part 2: To be completed by applicant's Parent(s)/Guardian(s)

I authorise the release of information outlined below for the purposes of assessing an Access TU Dublin application.

\_\_\_\_\_

Parent 1/Guardian 1 Signature

\_\_\_\_\_

Parent 2/Guardian 2 Signature

### Part 3: To be completed by DSP Official in Local Social Welfare Office

*(Please do not alter the year for which information is required on this form)*

<b>Parent 1/Guardian 1 Name:</b>	
PPS number:	
Total Social Welfare Income on all social welfare schemes* previously paid to this PPS number in the year 2017?	
In receipt of means-tested social assistance payment(s) for at least 26 weeks or 6 months in the year 2017?	
<b>Name of payment 1:</b>	
<b>Name of payment 2:</b>	
<b>Parent 2/Guardian 2 Name:</b>	
PPS number:	

Total Social Welfare Income on all social welfare schemes* previously paid to this PPS number in the year 2017?	
In receipt of means-tested social assistance payment(s) for at least 26 weeks or 6 months in the year 2017?	
<b>Name of payment 1:</b>	
<b>Name of payment 2:</b>	

\*Excluding child benefit, early childcare supplements and supplements paid under the supplementary welfare allowance schemes.

**All forms must be completed, signed and stamped by a DSP official. Forms that are not signed and stamped are invalid.**

Name of DSP Official (BLOCK CAPITALS):								
Signature of DSP Official:								
Date:			/			/		
DSP Official Stamp:								

**The Access Foundation Programme is a one year full-time preparation for Higher Education course for young adults from socio-economically disadvantaged backgrounds who are resident in the Republic of Ireland.**



## Post-School Education (Adult, Community and Further Ed.)

Please give details of all previous post second level education and any other courses you have undertaken. Include courses that you have taken even if they don't have an award, i.e. creative writing course, art course etc, and that you may have started but not completed. If you do not have enough space to include all courses taken on this form please attached an additional page titled: Additional Education.

Also list any awards achieved including the level of the award (e.g. FETAC (NCVA), VTOS, etc). Include the subjects studied and the grades achieved.

Course Title:		Year(s):	
Location:		Award Level:	
Details:			

Course Title:		Year(s):	
Location:		Award Level:	
Details:			

## Current Education:

Please state any course on which you are currently participating in, including the level of the course and subjects studied. Include any results you have already achieved.

Course Title:		Year(s):	
Location:		Award Level:	
Details:			

**Please enclose photocopies of qualifications/exam results attained.**



## Section E: Employment/Volunteering

### Summary

Please give details of previous employment, work experience, extra curricular activities or volunteering work you have had, including working in the home, caring responsibilities (e.g. for children, spouse or parents), and involvement with community or sporting organisations. **If you do not have enough space to include all relevant employment on this form please attached an additional page titled: Additional Employment/Volunteering.**

Job Title:			
From:		To:	
Details of responsibilities (nature of duties, roles, etc):			
Job Title:			
From:		To:	
Details of responsibilities (nature of duties, roles, etc):			
Job Title:			
From:		To:	
Details of responsibilities (nature of duties, roles, etc):			

### Financial Support

Which of the following are you currently in receipt of? If you answer yes, please state for how long you have been receiving that payment.	Yes / No	How Long?
Unemployment benefit (Jobseekers Allowance or Jobseekers Benefit)		
Other social welfare benefit		
VTOS/Back to Education Allowance/Back to Education Initiative		

Please note: students are not required to be in receipt of a social welfare benefit or Back to Education Allowance (BTEA) to qualify for the Access Foundation Programme. Any queries relating to your BTEA eligibility or general BTEA queries should be directed to your local Intreo Office (Dept. of Social Protection).

## Section F: Application Process Details

### CAO Application

Please state your CAO number, if applicable:	<input type="text"/>						
	YES	NO					
Have you applied to the CAO for a place on undergraduate programmes in TU Dublin for 2018/19?	<input type="checkbox"/>	<input type="checkbox"/>					
Have you received an offer of a place on an undergraduate programme in TU Dublin for 2018/19?	<input type="checkbox"/>	<input type="checkbox"/>					
If you answered YES above please state the TU Dublin programmes that you have applied for:							
If you answered YES above please state the TU Dublin programme you have been offered:							

### Source of Information

How did you find out about the Access Foundation Programme?	Please tick ✓ all that apply
Advice from a Career Guidance Counsellor	<input type="checkbox"/>
Former students' recommendation	<input type="checkbox"/>
Presentation at a course I was attending	<input type="checkbox"/>
Attended TU Dublin Open Day	<input type="checkbox"/>
Through community or further education	<input type="checkbox"/>
TU Dublin Prospectus	<input type="checkbox"/>
Information evenings	<input type="checkbox"/>
TU Dublin Website	<input type="checkbox"/>
Advertising/media	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

### Area of Interest

What would you describe as your main area(s) of interest?						Please tick ✓ all that apply
Health Science	<input type="checkbox"/>	Business/marketing	<input type="checkbox"/>	Tourism/hospitality	<input type="checkbox"/>	
Maths/Engineering	<input type="checkbox"/>	History/geography	<input type="checkbox"/>	Art/design	<input type="checkbox"/>	
Social science	<input type="checkbox"/>	Computer science	<input type="checkbox"/>	Food/catering	<input type="checkbox"/>	

If there is a particular course (programme) you would like to study in TU Dublin after you complete the Access Foundation Programme, please state the name of the course here:

### Disability

In the interest of arranging appropriate supports (including academic and exams support), please state your disability and indicate whether or not you have supporting documentation which verifies your disability. If you do not have a disability, please write 'no disability'.

## Section G: Essay

### Essay

In your own **handwriting** please write an essay of between one and three pages in length on **one** of the following topics.

1. The role of Education or Engineering or Science or History or Art in society.
2. Taking a current media story or news event (from a newspaper or news report) write what you think about the issues raised in the story.
3. Choose one of the following: a book, a painting, a song, an art piece, a building, a public space or a piece of music. Describe your favourite, and explain the reasons why it is your favourite.

**You should attach the essay on a separate sheet.**

## Section H: Personal Statement

### Personal Statement

In your own **handwriting** please write a statement of between one and three pages in length detailing your reasons for applying to the Access Foundation Programme:

- You may wish to include your reasons for not attending third level education in the past. For example, you may have had personal or family circumstances that prevented you from pursuing your education (e.g. illness, caring responsibilities, lack of support), or you may have gone directly into employment, or spent time in state care or other institutions.
- You should discuss your reasons for wanting to go to college at this point in your life. Why is now the right time for you to focus on your education, why choose the Access Foundation Programme, and what would you like to achieve by completing the course?
- Have you considered how you will manage the demands of the Access Foundation Programme and your other commitments (e.g. family, childcare, and part-time employment)? Will you have enough supports in place to help you succeed?
- You may include any other details you feel are relevant to your application.

**You should attach the personal statement on a separate sheet.**

## Section I: Passport Details

### Passport or residency details

Participants on the programme must have the right to live and study in Ireland. Please tick the appropriate box below.

- I am a citizen of Ireland or another European Union or European Economic Area country (inc. Switzerland).  
(Please include a copy of the photograph page of your passport.)
- I am a non-EU/EEA citizen with Stamp 4 status.  
(Please include a copy of the photograph page of your passport and your Garda National Immigration Bureau (GNIB) card.)
- Other (e.g. you have applied under the International Protection system).  
(Please include a copy of the relevant passport, permit or registration card.)

## Section J: Submitting Your Application

### Check List

Your completed application should contain the following:

- Active email address in Section A
- Completed Section B and C, including all documentation required.
- Photocopy of any qualifications listed in Section D (please do not send the original as it cannot be returned). If you do not have a copy of your qualification please include details of the qualification attained, noting that you do not have a copy.
- Additional employment/volunteering details (if applicable).
- Hand-written short essay as detailed in Section G.
- Hand-written personal statement as detailed in Section H.
- Passport details as outlined in section I.

### Closing Date for Applications: Friday 3rd May 2019

#### Completed Applications should be sent to

Access Foundation Programme  
TU Dublin, City Campus  
41-45 Mountjoy Square  
Dublin 1  
D01 Y0T0

If you require any guidance in relation to completing your application please contact Johanna King, Programme Coordinator at 01 402 4222 or at [accessadmissions2019@dit.ie](mailto:accessadmissions2019@dit.ie).

### Declaration, Terms and Conditions

#### Applicant Declaration:

- I confirm that the information provided in this application form is true and correct and that any supporting documentation submitted with my application is genuine.
- I understand that TU Dublin may cancel my application, withdraw or amend its offer or terminate my registration at TU Dublin if any aspect of my application is found to be falsified.
- I understand that some details of my application will be used for research purposes, but none of my personal information will be identifiable.
- I give permission to TU Dublin Access & Civic Engagement Office to use the information submitted as part of my HEAR application (should I apply to HEAR) to assist with the assessment of this application.
- I understand that failure to complete the application form fully may negatively affect the outcome of my application.
- I understand that any of the information supplied as part of my application is subject to verification. I agree that my supporting documents may be reviewed by independent advisors and they will be treated confidentially.

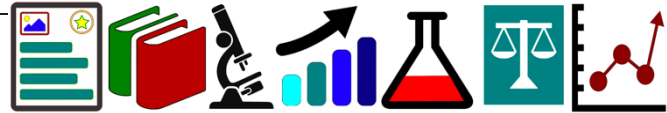
#### Please tick box below:

- I agree to the terms and conditions above & will provide all supporting documents with my application form.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/2019



## <<<<<< Subjects >>>>>>



Everyone takes core modules designed to prepare you for any undergraduate programme. You then choose two optional subjects each semester from areas of business, art, humanities, social science, engineering, or science, that are relevant to your undergraduate course.

You need to be prepared to get involved, to engage in group work, take part in discussions and give presentations. You'll be working with other students from a diverse range of backgrounds, as well as working on your own time studying and researching.



## <<<<<< Time and support >>>>>>

Students average 24 hrs of classes each week and a lot of reading, independent study and assignments outside that time. Lectures are all between 9am and 6pm, Monday to Friday. It's like having a full time job!

You should ask yourself, will you be able to manage your time? Will you be able to attend classes, complete assignments, and maintain your commitments to work, family and other pursuits? Will you have the support you need from family, partners and friends?

## <<<<<< After the programme >>>>>>



Students apply during the programme to the CAO. Students must choose at least one Level 8 course and one Level 6/7 – we recommend at least three of each – as places on some courses are limited.

To pass the programme, you need to pass all of the individual modules. Based on your performance on the programme and the guidance and support you will receive during the year, successful students will be offered a place on an appropriate undergraduate course in TU Dublin.

Many students begin with a certain undergraduate destination in mind, but change their mind during the year and discover a new path to follow. It's all part of the learning experience and we'll help you find your way!