

EVENING COURSES APPLICATION FORM AUTUMN 2018

Please print your name and address in BLOCK CAPITALS. Please enclose cheque/ Bank Draft/ PO payable to “**Longford Westmeath ETB**”.

Completed Application forms must be received on or before 21st September 2018
Adult Education Coordinator, Mullingar Community College, Millmount Road, Mullingar.

Course Title: _____

2nd Choice: _____

Payment enclosed for € _____

Name _____

Address: _____

Mobile: _____

Other Contact No: _____

Email address: _____

I would love to receive occasional emails and texts about new courses, promotions and other news.

I accept the terms and conditions as outlined

Signed :

INFORMATION: The Adult Education team will be available to answer any queries on open nights and by email to adulthood.mcc@LWETB.ie or by text or talk to Martina Whyte on 086 027 0991. Early booking essential to ensure class runs and your place is reserved!

MATERIALS: there is an extra charge for materials on some crafting courses to be paid directly to the tutor for materials that you will use and take home.

FEES are paid in full on enrolment and are refunded if course does not run. The college reserves the right to close a course and refund fees by electronic transfer. All other courses must remain viable and be self-financing: therefore **NO REFUNDS**, under any circumstances, are available once a course has commenced. A participant **will not** be permitted to commence a course unless it has been paid for in full prior to commencement.

A charge of €20 per module for QQI certification.

COURSE CHANGE: We will endeavour to accommodate change of courses within the same term. Please write or email adulthood.mcc@LWETB.ie with request.

STUDENT PROPERTY: responsibility cannot be accepted for loss of or damage to student property on school grounds.

PARKING: Limited parking is available in the school grounds. Please park with consideration to local residents .

DISCIPLINE: On enrolment, students subscribe to the regulations of the school and are bound by them. The school reserves the right to suspend from class/school if appropriate.

SMOKING : is prohibited by law anywhere on school property.