



For official use only

Approved by:

Date:

Application Form

This form must be fully completed in BLOCK LETTERS. Any additional information must not exceed two A4 size pages. Please do not send a CV as it will not be considered part of the application. Do not forward any original certificates or references with this form. Applicants will be shortlisted on the basis of information contained in their application form. It is therefore very important that all relevant information is included.

Creative Exchanges

Arts in the Community, QQI Level 6 Component Award (6N3585)

Creative Exchanges will take place at the **Irish Museum of Modern Art, Dublin** over **7 full days, 10:00 to 16:00 from October – December 2017**. Participants must attend all sessions in order to complete the programme.

Wednesday 25th & Thursday 26th October, Thursdays 9th, 16th, 23rd, 30th November and Thursday 7th December 2017

Applicants should have:

- An interest in arts and creativity
- An willingness to do creative activities with older people
- Commitment to attend 7 full days training and undertake self-directed study and project work

A learner seeking entry to a programme leading to a level 6 award does not need a previous formal qualification. Learners may have achieved certification at level 5 (e.g. a FETAC level 5 certificate, component certificate or a significant range of subjects within the leaving certificate) or equivalent life/work experience

In order to complete the course it will be necessary to carry out a project with a group of older people in a day care or residential setting

PERSONAL DETAILS				
First Name:		Surname:		
Address (for Communications):				
Mobile Phone Number:		Email Address:		
Date of Birth: A QQI requirement		PPS Number: A QQI requirement		
Please insert details of your highest education/training achievement (Selection of candidates will NOT be based solely on academic achievements)				
School/College:		Date (from mm/yy – to mm/yy):		
Address:				
Qualification:				
Awarding Body:				
Please list any other training/educational qualifications to date				
Year	Course Title	Qualification	Duration of course	Awarding body
WORK EXPERIENCE				
Give particulars of all relevant work experience (voluntary or paid employment). Indicate responsibilities and significant features of each. If necessary continue on a separate sheet and attach it to the application.				
Date from	Date to	Title and main responsibilities		

Please explain why you want to attend this course. What skills do you hope to gain?	

How do you think this training will impact on your work with older people?	

Other information you consider relevant to this application	

Where did you hear about the Creative Exchanges Programme? (Please tick)			
Social Media (Facebook/twitter)	<input type="checkbox"/>	Activelink	<input type="checkbox"/>
Friend	<input type="checkbox"/>	Web search (e.g. google search)	<input type="checkbox"/>
Work	<input type="checkbox"/>	Advertisement (please specify):	<input type="checkbox"/>
Past participant	<input type="checkbox"/>	Other (please specify):	<input type="checkbox"/>
E-mail from Age & Opportunity	<input type="checkbox"/>		

If you would like the invoice to be sent to someone other than the above applicant, please provide name and address below. Thank you.

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Declaration

Carefully read the declaration and the note to applicants regarding data protection below*:

I declare that the information I have provided in this application is complete and accurate. I agree that Age & Opportunity can process and retain the personal information on this form for any purposes connected with my application for the Creative Exchanges Programme. I understand that I may be requested to participate in an evaluation of the course which involves a follow up questionnaire and/or interview.

Signature of applicant:	Date:

Please return completed application form by **Friday 29th September 2017** to

Fiona Holohan
Age & Opportunity
Marino Institute of Education
Griffith Avenue
Dublin 9

Or by Email: fiona.holohan@ageandopportunity.ie

*** Data Protection**

All personal information provided on this application form will be stored securely and will be used for the purposes of the Creative Exchanges course. Application forms will be retained for a period of 18 months, and in the case of a successful candidate, for the duration of a minimum of one year thereafter. The information contained will not be disclosed to any external party unconnected with this process without your consent, except where necessary to comply with statutory requirements. Internally, the information may be made available to the relevant Managers/Coordinator. You may, at any time, make a request for access to the information held about you as outlined. Should you wish to make any changes or erasures to any of the information stored about you, please contact the Chairperson, A & O.