

## **St. Angela's College, Sligo**

### **Access Programme for Mature Students 2009/10**

### **Roscommon Higher Education Centre - BOYLE**

#### **Making an Application**

1. Before you complete the application form you might like to study the programme of your choice by referring to the St Angela's College, Sligo and the National University of Ireland, Galway Prospectus.
2. You should complete all relevant sections of the application form.
3. You should give a referee's questionnaire to two referees. Where possible the referees should be one of the following:
  - **A tutor/teacher from a course you have attended**, e.g. part-time day courses, literacy scheme, VTOS, evening course, etc.
  - **A supervisor from a place of work**, e.g. full-time, part-time, CE scheme, etc.
  - **An employee of a local Resource/Information/Unemployed Centre** who has been working with you on your career and educational options.
  - **Chairperson or Committee member of a local community/voluntary organisation** with which you are involved, e.g. Credit Union, Parents Association, Unemployed Centre, Parish Activities, etc.

Ask your referees to return the questionnaire directly to ***Karen Kennedy, Access Programme Co-ordinator, St Angela's College, Lough Gill, Sligo*** before the closing date: **Friday 28th August 2009**.

Inform your referees that he/she may be contacted by phone for further information.

4. Foreign Nationals will be required to submit documentation pertaining to their citizenship status.
5. In order to justify financial support from the College/University, the following financial documentation ***must be forwarded with your completed application form*** to the Access Office, St Angela's College, Lough Gill, Sligo.

**(a) P.A.Y.E Employee**

Copy of Form P60 from employer(s)/pension source for year ended 31<sup>st</sup> December, 2008  
(issued by your employer each year)

**AND**

Copy of Form P21 for the year ended 31<sup>st</sup> December, 2008 (available from your local Revenue Commissioner's office).

**(b) Self-employed and Persons engaged in Farming Activities:**

Where a person is self employed, a copy of Notice of Assessment in respect of the year ended 31<sup>st</sup> December 2008 (available from your local Revenue Commissioner's office).

**AND**

Copy of Accounts (i.e. Trading/Profit and Loss Account, Capital Account & Balance Sheet) for each business for year ended 31<sup>st</sup> December 2008.

**(c) Social Welfare Recipient**

Where you (the candidate) are in receipt of a payment from the Department of Social and Family Affairs a statement from your local Social Welfare Office showing the total amounts received for the year ended 31<sup>st</sup> December 2008.

**AND**

Copy of Form P21 for the year ended 31<sup>st</sup> December, 2008 (available from your local Revenue Commissioner's office).

**(d) Any other financial documentation which will assist your eligibility for the programme**

**ALL DOCUMENTS WILL BE RETURNED  
IMMEDIATELY BY POST**

**This information is strictly confidential and will be used for the purpose of ascertaining eligibility for the Access Programme for Mature Students. Under no circumstances will it be disclosed to any other agency or body.**

**NOTE**

- **Closing Date** for receipt of completed Applications is Friday 28 August 2009.
- **Completed Applications** should be returned to: *Access Programme Co-ordinator, St Angela's College, Lough Gill, Sligo.*
- **Interviews** will take place during the month of June 2009.
- **Course runs** from September 2009 - May 2010.

## Access Programme Mature Students 2009/10

### St. Angela's College, Sligo

Applications to be returned to the Access Office  
St Angela's College, Lough Gill, Sligo by  
**Friday 28 August 2009**

<b>Surname:</b> (as on Birth Cert)		<b>Date of Birth:</b>	
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<b>Other Name(s):</b>		<b>Country of Birth:</b>	
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**Are you an E.U. National?**    yes ☐    no ☐

**If not, do you require an education visa to study in Ireland?**    yes ☐    no ☐

<b>Home Address:</b>	<b>Correspondence Address (if different):</b>
<b>Phone:</b>	<b>Phone:</b>
<b>Mobile Phone :</b>	<b>E mail:</b>

**N.B:**        *It is the responsibility of the applicant to ensure that the contact details provided are correct and up-to-date.*

**Have you ever applied for entry to any third-level college?** \_\_\_\_\_

**If yes, please give details;** \_\_\_\_\_

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<b>Second Level Education</b>
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Schools Attended	Dates of Attendance	
	From	To

Name of examination(s) taken (if any) while attending school: \_\_\_\_\_

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Subjects	Level (Honours/Pass) Junior/Inter Cert.	Level (Honours/Pass) Leaving Cert.

**Formal Examinations taken after leaving school (FETAC, PLC, etc.)**

Name of Examination: \_\_\_\_\_ Date: \_\_\_\_\_

Subjects	Results

**In your opinion, what obstacles have prevented you proceeding to University degree-level studies up to now? - enclose an extra page if required.**

**Please give details:**


**List any short/part-time/extra-mural courses you have attended:**

<b>Name of course</b>		
<b>Duration of course/ Dates attended</b>		
<b>Location</b>		
<b>Certification/other</b>		

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<b>Duration of course/ Dates attended</b>		
<b>Location</b>		
<b>Certification/other</b>		

Which degree programme at the National University of Ireland, Galway or St Angela's College would you wish to enter? (*Prospectus are available free of charge from the Admissions Office, National University of Ireland, Galway and St Angela's College, Sligo*)

Arts ☐ Commerce ☐ Science ☐ Engineering ☐ Law ☐ Celtic Studies ☐

Home Economics ☐

IT ☐

Nursing Studies ☐

**What would you hope to gain from this degree programme?**


**What are your hobbies/interests?**


**Describe any voluntary or community activities in which you have participated:**


## Employment

Are you currently employed      yes ☐                      no ☐

If yes, is it part-time ☐ or full-time ☐

*(please start with most recent)*

Place of work	Type of work	Dates	
		From	To

Will you be eligible for the Higher Education Grant if attending College full time (2009)?

Yes ☐      No ☐

**Please add anything else to your application which you feel is of relevance.**


## Referees

Give details of 2 referees who will complete the attached confidential questionnaire on your behalf.

<b>Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>In what capacity is this referee known to you?</b>	

<b>Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>In what capacity is this referee known to you?</b>	

National University of Ireland, Galway/  
St. Angela's College, Sligo  
Mature Students Access Course 2009/10

**Confidential Information**

(To be completed by the applicant)

This information will be used for the purposes of selection of students  
for the Mature Student Access Course. Under no circumstances  
will it be disclosed to any other agency or body.

**Section A: Particulars of Family**

Please list everyone who is a member in your family, even if this person(s) does not normally reside in the family home.

Surname, First name	Date of Birth: DD/MM/YR	Indicate (Yes/No) whether this person is currently resident in the family home	Highest level of Education to date.(i.e. Primary, Group/Inter/Junior/ Leaving Certificate, PLC, Adult Education, Certificate, Diploma, Degree, Masters, etc)	Current/Most recent occupation or current place of study:

**Section B: Place of Residence**

*Please tick the appropriate box*

Home Owner	<input type="checkbox"/>	Private rented accommodation	<input type="checkbox"/>
Local Authority Tenant Purchase Scheme	<input type="checkbox"/>	Local Authority rented flat	<input type="checkbox"/>
Local Authority rented housing	<input type="checkbox"/>	Other non-permanent accommodation (please give details)	<input type="checkbox"/>

**Section D: Medical Card**

Do you possess a medical card?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please give number:		

### Section E: Particulars of income from paid employment (including self-employment)

*If not in paid employment, please go to Section F*

	Estimated total income for the year ended 31 <sup>st</sup> December 2008		
	Applicant	Spouse	Documents required
Occupation			N/A
Income from employment (e.g. PAYE - salary, wages, fees, etc.)			P21 and P660
Income from pension (from former employer or pension scheme).			P21 and P60
Income from self-employment			P21 and P60
Income from land: profits from farming activities (incl. letting of land)			Notice of Assessment and Accounts
Income from any other source. Please specify:			Relevant evidence

### Section F: Particulars of income from Department Of Social, Community & Family Affairs (DSCFA)

	Estimated total income for the year ended 31 <sup>st</sup> December 2008		
	Applicant	Spouse	Documents required
DSFA – Unemployment Benefit			P21 and Social Welfare Statement
DSFA – Unemployment Assistance (Short-term)			P21 and Social Welfare Statement
DSFA – Unemployment Assistance (Long-term)			P21 and Social Welfare Statement
DSFA – One Parent Family Payment			P21 and Social Welfare Statement
DSFA – Pension Payment <b><u>Please specify:</u></b>			P21 and Social Welfare Statement
DSFA – Family Income Supplement			P21 and Social Welfare Statement
DSFA – Disability Benefit			P21 and Social Welfare Statement
DSFA – Disability Allowance			P21 and Social Welfare Statement
Other DSFA payment <b><u>Please specify:</u></b>			P21 and Social Welfare Statement

Other Information on the financial circumstances of the family, including any regular outgoings such as rent, loans, mortgage or debt repayment.

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<b>Declaration</b>
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**I confirm that the information which I have provided on this form is accurate.**

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Application Form Checklist** (Please tick the appropriate answer)

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| • I have attached a clear photograph  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| • I have checked all entries made on this application form  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| • I have given my 2 referees a questionnaire and informed them of the possibility of their being contacted by phone | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| • I have included all the relevant financial documentation  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Closing date for receipt of application forms:      **Friday 28 August 2009**

Completed application forms should be returned to:  
**Access Programme Co-ordinator, St Angela's College,  
Lough Gill,  
Sligo.**

**Tel: (071) 9195575  
e-mail: [kkennedy@stacs.edu.ie](mailto:kkennedy@stacs.edu.ie)**



**St. Angela's College/NUI Galway Access Programme -  
for Mature Students 2009/2010**

**(Candidate's Name)** \_\_\_\_\_

Dear Referee,

The above candidate has put your name forward as a referee on his/her application form for the St. Angela's College /NUI Galway Access Programme - Mature Students. As the Access programme is a preparation course for entry to a full-time degree programme, the information you provide us with will be of great assistance in our selection of suitable candidates.

Your candid and honest assessment of the applicant, particularly in relation to academic suitability, self-motivation and determination would therefore be greatly appreciated. Should you feel unable to comment on any issue, simply indicate accordingly. A brochure containing course information is enclosed for your perusal. All information will be treated in strict confidence.

I would appreciate if you could complete the enclosed referee questionnaire on behalf of the applicant and forward it to me before ***Friday 28 August 2009***. In the meantime, should you have any queries, please do not hesitate to call the office number 071 9195575.

Thank you for taking the time to complete the questionnaire.

Yours sincerely,

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**Karen Kennedy**  
**Access Programme Co-ordinator**



## REFEREE'S QUESTIONNAIRE

Name of Applicant: \_\_\_\_\_

1. Please give your written opinion of the applicant's potential for success on a degree programme at NUI, Galway/St Angela's College using the following criteria. Also please indicate in the box the numerical rating you feel is appropriate: {**Rating 5 = Excellent to 1 = Weak**}

*Past record of attendance*

_____	<input type="text"/>
_____	

*Literacy, Numeracy & Communication Skills*

_____	<input type="text"/>
_____	

*Adaptability to new situations*

_____	<input type="text"/>
_____	

*Ability to cope under pressure & work to deadlines*

_____	<input type="text"/>
_____	

*Potential to cope with academic learning*

_____	<input type="text"/>
_____	

2. Please give your opinion of the applicant's motivation and determination/'staying power'

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3. What particular supports do you think s/he would require in order to ensure success in college?

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4. Do you consider the applicant's expectations with regard to this course realistic?

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5. Is there any other relevant information which would support this student's application?

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*Signed:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Name:* \_\_\_\_\_

*Organisation/Position:* \_\_\_\_\_

*Contact phone number:* \_\_\_\_\_

*In what capacity is the candidate known to you:* \_\_\_\_\_

*Thank you for taking the time to complete this report.*

***THIS FORM SHOULD BE RETURNED BY FRIDAY 28 August 2009 to:***

***Access Programme Co-ordinator, St Angela's College,  
Lough Gill, Sligo***



**St. Angela's College/NUI Galway Access Programme -  
for Mature Students 2009/2010**

**(Candidate's Name)** \_\_\_\_\_

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Yours sincerely,

\_\_\_\_\_  
**Karen Kennedy**  
**Access Programme Co-ordinator**



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_____	

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_____	

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_____	<input type="text"/>
_____	

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_____	

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4. Do you consider the applicant's expectations with regard to this course realistic?

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5. Is there any other relevant information which would support this student's application?

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**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Organisation/Position:** \_\_\_\_\_

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**In what capacity is the candidate known to you:** \_\_\_\_\_

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