



STRANMILLIS UNIVERSITY COLLEGE  
A College of Queen's University Belfast

**PROFESSIONAL DEVELOPMENT AND LIFELONG LEARNING**

**COURSE ENROLMENT FORM**

Please use ONE form per person and complete the form in BLOCK capitals using blue or black pen.

**PERSONAL INFORMATION**

SURNAME	FORENAME	TITLE

<b>Home Address:</b>	
	<b>Postcode:</b>

<b>Home No:</b>	<b>Work No:</b>	<b>Mobile No:</b>
<b>Email Address:</b>		

<b>Emergency Contact Name:</b>
<b>Relationship to Applicant:</b>
<b>Emergency Contact Telephone Number:</b>

**MARKETING INFORMATION**

Please indicate with a **tick (✓)** how you found out about Continuing Professional Development and Lifelong Learning at Stranmillis University College:

	Word of Mouth		Radio Publicity
	Email Distribution		Local Library
	Leaflet drop in local area		Direct Mail Out
	Via clubs & societies		Stranmillis Web site
	Employer		Press

**FEES**

	Course Title	Course Code	Fee
1.			£
2.			£
3.			£
4.			£
		<b>TOTAL</b>	£

## PAYMENT DETAILS

Cheque (payable to 'Stranmillis University College')  
Post cheque and enrolment form to:

Stranmillis University College  
Stranmillis Road  
Belfast BT9 5DY

Credit or Debit Card

Enrol via

**STRAN** e-Shop 

NB: For enquiries or assistance in completing this form please telephone 028 9038 4345

Please complete this section if your employer is paying for you to attend a course:

**INVOICE EMPLOYER:**

Name & Address of Employer \_\_\_\_\_  
\_\_\_\_\_

Contact email: \_\_\_\_\_

Phone: \_\_\_\_\_ Purchase Order Number: \_\_\_\_\_

## REFUNDS

We regret that fees cannot be refunded except when a course does not run or if your application is rejected because the course is full. The University College is unable to refund fees when, for whatever reason, the student fails to attend.

Are you a former student of Stranmillis University College?

**YES or NO**

Please **tick (✓)** if you agree to the College:

<input type="checkbox"/>	Providing your email address to course tutor.
<input type="checkbox"/>	Using your photographic images, comments & name for publicity and advertising purposes.
<input type="checkbox"/>	Contacting you for research purposes.
<input type="checkbox"/>	Contacting you to offer other education products.

Stranmillis University College welcomes people with learning difficulties and/or disabilities.

Please (✓) if you hold a **Blue Badge** disability disc and ensure that you display the disc prominently when parking on campus.

## DATA PROTECTION

I understand the information provided by me will be handled in accordance with the Data Protection Act 1998. I also agree to notify the college of any changes to my personal details. I declare that all information provided on this form is correct and I undertake to pay all fees due to the college in relation to this enrolment(s).

**SIGNATURE:**

**DATE:**