ipav | Institute of Professional Auctioneers & Valuers

OLLSCOIL TEICNEOLAÍOCHTA BHAILE ÁTHA CLIATH
DUBLIN
TECHNOLOGICAL UNIVERSITY DUBLIN

IPAV/TU DUBLIN STUDENT REGISTRATION
Application for Special Award in conjunction with TU Dublin Tallaght 2026/2027

Data Protection Statement	The information requested is for admission, administrative and statistical purposes only and will be treated in strict confidence. Completion of an application form does not necessarily guarantee a place on the programme. IPAV fully respects your right to privacy and will not collect or publish any personal information about you without your explicit consent. Any personal information which you volunteer to the institute and the university will be treated with the highest standards of security and confidentiality, strictly in accordance with Data Protection Legislation and all other applicable laws.
Commencement:	August 2026 (Dates to be confirmed) .
First name	
Surname	
	The names given above will appear on all University Documentation
Address including Eircode	
	EIRCODE:
Phone	**Mobile:**

	Home:
Email Address	
Gender	Male ○Female ○ Prefer not to respond ○
Date of Birth	
Nationality	
Nation of Birth	
Domicile (place of current residence)	
Were you previously a student at TU Dublin Tallaght campus (formerly known as IT Tallaght) for administrative purposes	Yes ○ No ○ If yes please enter student ID number: Full time ○ Part time ○

Education

Please enter details of any 3rd level programme that you are attending or have attended

School/College/University	Programme(s)	Dates From	Dates To	Result

Highest Qualification Obtained:

Last Institute attended (post primary or 3rd level):

Course Fee

You must submit a course fee of €2750 (**Course fees are only payable on confirmation of placement**) Tax Relief is available on course fee see www.revenue.ie (IT31 – Tax relief for tuition fees)

Please Note

Work Experience
Candidates who are not working in the profession will be required to obtain work experience/work shadowing while on the course. It is the student's responsibility to obtain work placement.

Documents to accompany Application Form	1. Copy of photographic ID, Passport or Driving Licence. 2. Proof of address such as a utility bill. 3. Copy of Green Certificate 4. If you are under 23 years of age you must enclose a copy of your Leaving Certificate (or equivalent) results 5. 3rd Level examination results transcripts or a copy of your Leaving Certificate results, if applicable. 6. Current Curriculum Vitae outlining your education, career history to date and any property experience, if applicable 7. Signed Student Regulations attached.

Completed application form for the Special Award Top Up course should be returned to Jennifer O'Hara, by email to jennifer@ipav.ie or by post to IPAV, 129 Lower Baggot Street, Dublin 2, together with the above documents.

IPAV Student Regulations

IPAV Student Regulations are to be read when applying for an IPAV Educational Course in conjunction with the IPAV Course Handbook and TU Dublin Tallaght Regulations Handbook ("the Handbook")

Introduction

In any organisation there must be rules and regulations which enables the rights of all of its members, students and would-be students to be respected. The following regulations are intended to promote fairness, justice, and order in the treatment of individuals and in the conduct of IPAV in line with its policies and those of its associated validating bodies.

General Regulations Governing Student Applications:

1. IPAV shall in its absolute discretion be entitled to refuse admission to any applicant for any of its educational courses without assigning any reason therefor.

2. A Student who is offered a place on any IPAV educational course must attend on and from the commencement date of that course. If for any reason whatsoever a Student is unable to attend on the commencement date of any educational course this must be notified immediately in advance to IPAV and unless it is agreed in writing by IPAV that the Student may defer the commencement of such course IPAV reserves the absolute authority to withdraw the offer of a place on any such course.

3. A Student offered a place on any IPAV educational course must pay all course fees on the dates due, failure to comply with this regulation will result in withdrawal of the offer of a place on any such course.

4. Refunds for students who withdrawn from the course officially in writing before 31st October are liable for the course administration and registration fees of €400, between 1st November and 31st January are liable for 50% of the course fees and after 31st January are liable for 100% of the course fees.

5. A Student must register and furnish all documentation required by the date and time indicated on their application before any letter of offer will be considered.

6. By completing, signing, and submitting this form you agree to IPAV using your personal data contained therein for the purposes of processing your application and administering the course.

7. By completing, signing, and submitting of this form you consent to IPAV sharing the personal data contained therein with TU Dublin Tallaght also for their purposes of processing your application and administering the course. Please refer also to TU Dublin Tallaght GDPR policy, https://www.tudublin.ie/explore/gdpr/ and the data protection statement on page 1 of this form.

8. IPAV or TU Dublin may contact you in the future alumni activities or for marketing purposes.

9. IPAV or TU Dublin may share your data with Third Parties, this includes "Professional and Regulatory bodies where programmes are accredited by such bodies. Any other disclosures to third parties are made only where there is legitimate reason to do so and in accordance with the law.

I confirm that I have read and hereby agree to the above Student Regulations, IPAV course handbook and TU Dublin Tallaght Regulations

Signed:	
Dated:	