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The Procurement and  
Supply Management Institute

IIPMM

## Bachelor of Business Ordinary Degree Procurement and Supply Management

### REGISTRATION FORM

#### 1. Personal Details

First Name: \_\_\_\_\_ Family Name: \_\_\_\_\_

PPS Number: \_\_\_\_\_ Gender: Male ☐ Female ☐

Nationality: \_\_\_\_\_

#### Contact Details:

Phone (H): \_\_\_\_\_

Phone (W): \_\_\_\_\_

Email: \_\_\_\_\_ (mandatory)

Address: \_\_\_\_\_  
\_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### 2. Education

##### Third Level:

College: \_\_\_\_\_

Award: \_\_\_\_\_

College: \_\_\_\_\_

Award: \_\_\_\_\_

##### Professional Qualification(s):

Professional Body: \_\_\_\_\_

Award: \_\_\_\_\_

Professional Body: \_\_\_\_\_

Award: \_\_\_\_\_

Evidence of academic achievement including, transcripts and syllabi, on which you are relying for exemptions must be submitted with this application.

### 3. Employment Details

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Current Position: \_\_\_\_\_

Main Duties/Nature of Work: \_\_\_\_\_

Commencement date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Your experience in supply management (to the nearest year): \_\_\_\_\_ Years

Previous Employment History starting with your current role (you may continue on a separate sheet):

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Company: \_\_\_\_\_ Position: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Company: \_\_\_\_\_ Position: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Company: \_\_\_\_\_ Position: \_\_\_\_\_

Recommendation by current employer:

I recommend this applicant as a student with the Institute and our organisation will provide the necessary support and mentoring to facilitate their development as procurement professional. The company signatory must be a senior member of the management team, preferably your line manager.

Signed: \_\_\_\_\_ Position: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

### 4. Modules to be taken

Level 7

(three mandatory modules)

Financial Management (10) ☐

Operational Supply Management (10) ☐

Business Law (10) ☐

(the learner should select two elective modules)

\*Operations Management (15) ☐

\*Logistics Management (15) ☐

\*Retail Channel Management (15) ☐

\*Public Sector Procurement (15) ☐

5. Study methodology:

Distance Learning:

Dublin ☐ Cork ☐ Galway ☐

The examinations are held in May each year. Please consult the current academic calendar for full details.

Examination Centre: Dublin ☐ Cork ☐ Alternative (if available) \_\_\_\_\_

\*Subject to numbers

## 6. Exemptions

List any exemptions that you wish to apply for (Subject to a maximum of 2):

### Mandatory Modules:

Financial Management (10)

☐

Operational Supply Management (10)

☐

Business Law (10)

☐

### Elective Modules:

Operations Management (15)

☐

Logistics Management (15)

☐

Retail Channel Management (15)

☐

Public Sector Procurement (15)

☐

Evidence of academic achievement including, transcripts of results and syllabi, on which you are relying for exemptions must be submitted with this application. (an exemption fee of €75 per module applies)

## 7. Fees

### Fee Payment – Distance Learning Tuition (including tutorial fees)

#### Modules:

Financial Management @€440 \_\_\_\_\_

Operational Supply Management @€440 \_\_\_\_\_

Business Law @€440 \_\_\_\_\_

Elective module @€615 \_\_\_\_\_

Total € \_\_\_\_\_

#### Evening Classes Tuition:

Financial Management @€240 \_\_\_\_\_

Operational Supply Management @€240 \_\_\_\_\_

Business Law @€240 \_\_\_\_\_

Elective module @€350 \_\_\_\_\_

Totals € \_\_\_\_\_

All fees include registration fees, course materials, on-line resources, revision courses, tuition and, examination fees.

### Payment Method

#### a). Credit Card / Laser

Laser

☐

Mastercard

☐

Visa

☐

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Security Number: \_\_\_\_\_ (three digit number on rear of card)

b). Cheque / Postal Order (must be included with Application) ☐ Total amt. \_\_\_\_\_

NB. Course Material will only be issued on receipt of full payment

**8. Terms and Conditions.**

I hereby confirm that I have read the Syllabus and understand the nature of the programme and the commitment that I am making in respect of the education programmes of the Irish Institute of Purchasing and Materials Management.

In particular, I have read and agree to abide by the rules and regulations, as set out in the Learner Handbook and Quality Assurance Policy and Procedures which are available on the IIPMM website. In particular, I understand that cheating or personation in assessments may result in being barred from sitting any Institute assessments and that plagiarism in respect of assignments may also result in cancellation of results and being barred from taking any Institute assessments.

It is my responsibility to inform the Institute of any changes in personal circumstances including changes of address during the academic year. It is my responsibility to ensure that I have enrolled on the appropriate tuition course for the IIPMM programme.

I agree that once accepted as a student of the Institute, I am fully liable for all fees due and that fees paid are non-refundable

This form along with the correct fee and payment details should be submitted no later than 5<sup>th</sup> September 2011. Please note that tuition commences in September each year.

Processing of fees is not or cannot be implied to construe acceptance of any student application. Where an application is refused a full refund will be made.

Signed: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

**9. Checklist**

All sections of application form completed. ☐

Evidence of academic achievement enclosed. ☐

Two passport photographs signed on rear or jpg sent to [iipmm@iipmm.ie](mailto:iipmm@iipmm.ie). ☐

Correct fee and payment details are included. ☐

This form along with the correct fee and payment details should be submitted no later than 5<sup>th</sup> September 2011. Please note that tuition commences in September each year.