



DIPLOMA COURSE – NUTRITIONAL THERAPY 2009/10
Enrolment Form

Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> (Please tick one)		FORENAMES:	
SURNAME:			
STREET:		TOWN:	
COUNTY:		DATE OF BIRTH:	NATIONALITY:
TEL. HOME:		TEL. WORK:	
TEL. MOBILE:		*E-MAIL:	
FAX:		PROFESSION:	
QUALIFICATIONS:			
COURSE LOCATION: GALWAY <input type="checkbox"/> CORK <input type="checkbox"/> DUBLIN <input type="checkbox"/> START DATE:			

* ICIM disseminates large amounts of information via email, it is compulsory for you to supply an email address on applying to the college

Nutritional Therapy Diploma Course			
YEAR 1	€3,330	YEAR 2	€3,000
Enrolment Fee	€330		
Total Course Fees	€3,000	Total Course Fees	€3,000
1 st Payment August 2009 <input type="checkbox"/>	€1,500	1 st Payment August 2010 <input type="checkbox"/>	€1,500
2nd Payment January 2010 <input type="checkbox"/>	€1,500	2nd Payment January 2011 <input type="checkbox"/>	€1,500
YEAR 3	€3,000	YEAR 4	€1,500
Total Course Fees	€3,000	Remaining Clinical Practice Fees	€1,500
1 st Payment August 2011 <input type="checkbox"/>	€1,500		
2nd Payment January 2012 <input type="checkbox"/>	€1,500		

The enrolment fee along with the completed and signed enrolment form is required to guarantee your place on the course. The remaining course fees or standing order form must be with the ICIM at least four weeks before the start of the course. A standing order form will be sent to you if you select the payment plan option. Please read the terms and conditions on the reverse of this form.

The information I have provided is correct and I have read and agree to the ICIM terms and conditions overleaf.

Signature Student: _____ Date: _____

Signature ICIM: _____ Date: _____

Terms and Conditions - Diploma Course in Nutritional Therapy

1. The entry requirement for this course is a Leaving Certificate or equivalent. Life-time learning is also taken into careful consideration by individual applicants who don't meet the basic requirement.
2. On acceptance of your application your place will be booked when ICIM have received the completed and signed enrolment form and €330 enrolment fee. The enrolment fee guarantees your place on the booked course as long as the first payment of course fees is paid at least four weeks before the course start date.
3. The enrolment fee is a non-refundable booking & administration fee. If for any reason the course does not start you will receive a refund.
4. Course fees include lectures, marking, exams and clinical practice. Course fees are charged per semester i.e in two parts each year. One to be paid in August (4 weeks before start of semester 1) and the second in January (4 weeks before start of semester 2). All students who start a semester are obliged to pay for that semester in its entirety.
5. Students are responsible for ensuring all course assignments are submitted by the due date clearly marked on each lecture plan. Students are also responsible for ensuring they know when all course exams are taking place. This is also clearly marked on the lecture plan.
6. Successful completion of the course requires 100% attendance rate, passing of assignments and exams and meeting the expected standard for clinical practice.
7. Any lectures missed will need to be attended during the following academic year and will be charged for accordingly.
8. If you need to defer your study your place may be held open for up to two years at the discretion of the Institute Director. You may be subject to an increase in course fees that has taken place during your absence. There will also be a €500 administrative charge to facilitate your return to study in addition to any course fees owed.
9. The ICIM will provide what is considered to be a safe and normal learning environment and therefore cannot be held responsible for any consequence of your actions.
10. It is your responsibility to inform ICIM if you suffer from any serious condition that requires pharmaceutical medication.
11. On signing the enrolment form you are agreeing to participate in a learning experience with others. The ICIM reserves the right to cancel this contract if it finds your behaviour to be disruptive to all or some of the class. The ICIM holds you responsible for your own actions, for looking after yourself and your belongings.
12. The ICIM have a fitness to practice policy and reserve the right to withdraw access to clinical practice at any point throughout the course.
13. Please note the course structure may be subject to change in accordance to regulation and accreditation and that alternative course locations may be offered depending on class size.

To enrol, please send a signed and completed enrolment form along with the enrolment fee and your application form to the address below. You can pay by cheque, bankers draft or postal order, made out to **ICIM**. You may also pay by bank transfer.

Registrations
The Institute of Complementary & Integrated Medicine
PO Box 1
Kylebrack
Loughrea
Co. Galway