



Appendix 1 Declaration Form following provisional registration at SETU Carlow

Name	
Programme of Study	
Programme Code	
Department/Faculty/Campus	
CAO/Student Number	
Passport Number	
Date of Birth	
Address	

A number of programmes offered by Higher Education Institutions (HEIs), especially in the areas of medicine, health, social work and education, require students to undertake placements that bring them into contact with children or vulnerable adults, in which they assume positions of trust.

SETU Carlow in line with other HEIs, has a legal requirement under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012, to ensure the protection of the public and justify public trust and confidence and thus is committed to ensuring that only suitable candidates are allowed to undertake these programmes.

As part of the vetting process, SETU Carlow requires prospective students on such programmes to make the following declaration. This declaration shall be treated as confidential and is maintained on file by SETU Carlow.

Failure or refusal to complete this declaration may lead to SETU Carlow declining to place the student and/or to certify the placement element of the programme resulting in the student being unable to successfully complete the programme of study and receive the full qualification/award.

Students are required to read and complete the following and sign to acknowledge acceptance thereof:

- I understand that I am being provisionally registered for my programme of study at SETU Carlow and that complete registration shall be contingent on my satisfactory completion of the SETU Carlow Vetting Procedure. (Please note that there may be additional requirements for full registration as per the SETU Carlow's Garda Vetting Policy & Procedure)
- I hereby give my consent for SETU Carlow to carry out the full vetting process
- I hereby give my consent for SETU Carlow to inform potential placement supervisors of the results of the Garda Vetting process
- I agree to notify SETU Carlow of any pending prosecutions, cautions, warnings, reprimands or convictions whilst I remain on this programme of study and acknowledge that failure to do so may result in my forfeiting my status as a registered student of the programme of study
- I understand that should any disclosure within relevant regulations and legislation come to light as a result of the vetting process or during my course of study that this may result in my forfeiting my status as a registered student of the programme of study and/or may result in the University refusing to confer the full academic award/qualification on me.
- In the event of being notified of my failure to satisfy the garda vetting process, I hereby undertake to return my Student I.D. card to the Admissions Office within one week.

Please answer **YES OR NO** to the following questions by circling the appropriate word. Please provide further information where required:

- Have you ever been convicted of a criminal offence, in the Republic of Ireland or elsewhere? Yes No
If yes, please give details:

- Have you any criminal charges pending in this or any other jurisdiction.

Yes No

If yes, please give details:

- Has any restriction on your ability to work in the area of your programme of study been imposed upon you by any licensing Medical Authority, Association, Institute or Board or have you ever voluntarily, or involuntarily, resigned or withdrawn from such an organisation to avoid imposition of such measures.

Yes No

If yes, please give details:

- Is there any reason why you could not or should not or any impediment to you undertaking placements in an area that would bring you into contact with children or vulnerable adults or from assuming a position of trust in such a setting?

Yes No

If yes, please give details:

- I declare that the information given herein is correct to the best of my knowledge, information and belief.

South East Technological University Carlow is committed to protecting the rights and privacy of individuals with respect to the processing of their personal data. A copy of the University's Privacy notice is available on the University's website (<https://www.itcarlow.ie/resources/data-protection.htm>). This website also contains further information relating to your rights regarding subject access requests, records retention and data protection in general. Any further queries in relation to the GDPR can be addressed to the University's Data Protection Oversight Group (e-mail: gdpr@itcarlow.ie)

Signed:

Date:
