



# Sponsorship Form

In order to issue an invoice to a students sponsor this forms needs to be fully filled in and returned to the Fees Office by post or e-mail fees@ncirl.ie By completing a Sponsorship Agreement companies undertake liability for payment of fees as per the details on this form. Fees must be paid in full before commencement of the course.

Student Name:

Student Number:

Course Title:

Year:

Sponsorship amount: €

## Sponsorship Undertaking

On behalf of the sponsoring organisation listed above I agree that the sponsor will pay the full fees sponsored prior to the student commencing the course. I accept that if this employee withdraws from the course or leaves the sponsor's employment, liability for the sponsor's contribution towards the course fee will remain with the sponsor.

I confirm that I hold the position stated above and that in that capacity I have the authority to bind the sponsor by signing this form.

I confirm that if any course fees remain outstanding after commencement of the course the student will not be fully registered with the college. Also access to student facilities including Moodle and the Library will be withdrawn until payment in full is received.

On behalf of the sponsor(insert companies name)

I hereby agree to the terms and conditions of the Sponsorship Agreement

Authorisation within the Co:  Date :

Position within the Company:  Contact No:

NB: The student can't sign this part of the form. It must be signed by a 3rd party who has the authority to represent the sponsor (e.g. HR Manager)

## Billing Details

Contact person within Company:

Name of Company:

Address of Company:

E-Mail Address:

Phone No: