



Teagasc Distance Education Green Cert for Non Agricultural Award Holders (leading to a Level 5 Certificate in Agriculture (5M20454) and Level 6 Specific Purpose Certificate in Farming (6S20487))

APPLICATION CHECKLIST

Note:

1. The date of course commencement is **June 2021 & Sept 2021**.
2. Applications will be returned if they are incomplete or if payment is not included/has not been received by Transfer, or if a cheque bounces
3. Places will be filled on a first come first served basis (on the basis of fully completed applications and payment in full)
4. The charge for the course is €3,100

Before posting your materials, ensure that you have enclosed **ALL** of the following:

	Tick
A completed application form - Every section on page one must be completed, including an active personal email address.	<input type="checkbox"/>
Evidence/proof of the applicant's Personal Public Service Number (PPSN) - (e.g. Copy of PPSN Card, Certificate of Tax Credits, etc.)	<input type="checkbox"/>
A copy of the applicant's birth certificate Do not send your original birth cert. If an original birth cert is sent in it will be up to you to collect it back.	<input type="checkbox"/>
<p>Herd Data Release Form</p> <p>The Herd Data Release form is required for all Teagasc Distance Education Green Certificate <u>for students that are using a cattle-based farm</u> (dairy, sucklers, drystock) for course assignment purposes. Students should state the name of their herd data provider on the form. Anyone intending to use ICBF should complete the form. (Please see the example).</p> <p><u>Students not using a cattle-based farm</u>: for assignment purposes should write their name and address on the front of the form, state "I am not using a cattle-based farm for assignments" anywhere on the form, and sign and return the form with their application pack.</p>	<input type="checkbox"/>
A verified copy of the applicant's qualification - have your qualification copied and the copy verified as a true copy of the original. This can be done either at Gurteen College, your solicitor, or a Teagasc Office. In the absence of a certificate, a full transcript of results [for each year of the course] is acceptable, if accompanied by a covering letter from the awarding body stating the candidate's name, address, which years the candidate was a registered student, name of award, and date award conferred. If you are in doubt about your qualification please contact the college.	<input type="checkbox"/>
A signed, Level 6 Major Award Declaration form - In addition to a copy of your qualification, you must provide a completed Level 6 Major Award Declaration. Before processing an application, where the status of the declared award is in doubt, Teagasc or Gurteen College may request the applicant to obtain written evidence from Quality and Qualifications Ireland (www.QQI.ie) that the award is judged to be a Level 6 Major award.	<input type="checkbox"/>
Two passport photographs of the applicant (both signed on the reverse side)	<input type="checkbox"/>
Payment in full of €3,100 by Bank Draft, Postal Order, or Cheque made payable to Gurteen College, or by Transfer through arrangement with Gurteen College.	<input type="checkbox"/>
<p>Check that your application envelope is correctly addressed. Applications for this Teagasc Distance Education Green Cert must be posted to:</p> <p>DE Applications, Gurteen College, Ballingarry, Roscrea, Co. Tipperary, E53 TP93</p>	<input type="checkbox"/>

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APPLICATION INFORMATION

COURSE ELIGIBILITY

Applicants for the Teagasc Distance Education Green Cert for non-Agricultural Award Holders course must:

- have an existing **Level 6 or Higher Major Award** in a non-agricultural discipline
- have continuous access to a commercial farm in the Republic of Ireland (home farm or approved nominated farm) for the duration of the course in order to develop proficiency in & record farm tasks, and complete farm based assignments and projects (including Farm Business Planning / use of Farm Accounts). Details of the farm should be submitted on the course application form
- have access to all farm details (including financial details) on the nominated farm
- be able to spend at least two days per week on this farm and to be involved in the farm operation and management. Please note: the farmer must sign the form agreeing to grant access to farm details (Farm Accounts, herd information, nutrient management plans) so that real farm based projects can be completed).

Please contact Gurteen College if you are unsure that you are eligible for this course. The Teagasc Green Cert meets the minimum education requirements for Department of Agriculture, Food and the Marine grants and schemes.

COURSE PROFILE

Delivery:	A blend of self-directed learning through support materials provided by Gurteen College and contact practical days.
Course Start:	June or Sept 2021
Course Duration:	Up to 20 months (a minimum of 150hrs is required)
Assessment Methods:	Written exams, assignments, practical assessments, skills assessment, and online activities.
Assessment Format:	Continuous assessment
Attendance:	Attendance for a minimum of 150 hours.
Course certification:	All Quality Qualifications Ireland (QQI formerly FETAC) certified courses in Teagasc are subject to quality assurance and QQI certification procedures. Certification of courses will be subject to QQI certification periods. Applicants should note that there will be a delay between completion of the course and awarding of certificates

COURSE DURATION AND CONTENT

The Teagasc Distance Education Green Cert extends over a period of up to 22 months. This course comprises of two separate awards, the Level 5 Certificate in Agriculture (5M20454) and Level 6 Specific Purpose Certificate in Farming (6S20487). The Level 5 is the entry requirement for the Level 6 award. Students who do not achieve the Level 5 cannot achieve the Level 6 award.

The main components of the course are:

- In the region of 150 hours direct contact (including classroom sessions, practical skills instruction; farm planning sessions, tutorials; written examinations; practical skills assessment).
- Attendance will be on week days during normal business hours and occasional Saturdays. Depending on local arrangements, **centres will endeavour to provide successful applicants with a schedule of some or all attendance days on/before the start of the course.**
- A 6 month practical learning period. This will be completed on the home farm/ or on a Teagasc approved farm (simultaneously to dates in attendance at the College).
- Participation in 5 discussion group meetings as a member of a course approved discussion group.
- Achievement of projects and assignments as stipulated in the relevant module specifications.
- Satisfactory completion of a Management Practice Diary while involved in the management of the home farm/ Teagasc approved farm over 12 months of the course.
- Achievement of the skills component of modules.

COMPUTER ACCESS AND SKILLS

An online system is used throughout the course for learner support and completion of some assessments therefore students must possess a basic level of IT skills (to ECDL level equivalent). Competency in internet and email is required. Students must also have access to a web enabled computer and printing facilities for the course duration. Students must have access to an active, personal e-mail account.

APPLICATION PROCESS

Only fully completed applications will be accepted. Incomplete applications are invalid. Invalid applications will not be processed and may be returned to the sender. Please complete the Checklist (Page 1 of this Application Pack) to ensure your application is complete prior to submission. Payment in full must have been received for an application to be deemed complete.

COURSE CHARGES

The full course charge is €3,100. **The charge is not refundable after the formal start of the course.** Applicants who apply and then withdraw their application, prior to the start of the course, will be charged a €100 Administration Charge.



**DISTANCE EDUCATION GREEN CERT FOR NON
AGRICULTURAL AWARD HOLDERS
(LEADING TO A LEVEL 5 CERTIFICATE IN AGRICULTURE (5M20454) AND
LEVEL 6 SPECIFIC PURPOSE CERTIFICATE IN FARMING (6S20487))**

APPLICATION FORM

Note: Students must have continuous access to a commercial farm in the Republic of Ireland in order to complete course assignments (Farm Accounts/Nutrient Management Plans/ICBF projects, etc.)

Please write legibly using block capitals

Please supply your PPSN as you cannot be registered without it

--	--	--	--	--	--	--	--	--	--

Surname:

First Name(s):
(Ensure your names match the names on your birth cert)

Address:

Eircode:

Phone (primary tel. no.): **Date of Birth:** Day Month Year

Email (fundamental):

Name & Address of Farm to be used for Projects and Management Practice: Farmer must be agreeable to sign the ICBF Herd Plus Release Form and to furnish farm records and accounts required for projects and diaries.

Surname:

First Name(s):

Address:

(to be completed by the farmer whose farm is to be used as a sample farm for the purposes of the course)

**I agree to furnish farm records and financial accounts required for projects
(Signature of farmer):** _____

Enterprise for Major Project (please tick): Dairying Sucklers Tillage Sheep
Other (specify): _____

Disability Disclosure: Teagasc encourages you to let us know if you have a disability or specific learning disability to help us to determine appropriate supports. This will not affect your offer of a place on the course.

Do you have a:
Physical Disability: Yes No Learning Difficulty: Yes No Mental Illness: Yes No

Declaration: I hereby apply to enrol in the above course. I undertake to abide by the rules of the programme if enrolled. I understand that the full course charge is €3,100 and is payable on application to the course. I enclose my:

- | | | | |
|---|--------------------------|---------------------------------------|--------------------------|
| Birth Certificate (copy) | <input type="checkbox"/> | Proof of PPSN | <input type="checkbox"/> |
| Two Passport (or equivalent) Photographs | <input type="checkbox"/> | Copy of Qualification (verified copy) | <input type="checkbox"/> |
| Completed Herd Data Release Form | <input type="checkbox"/> | Level 6 Major Award Declaration | <input type="checkbox"/> |
| Payment in Full €3,100 (payable to Gurteen College) | <input type="checkbox"/> | | <input type="checkbox"/> |

Applicants Signature: _____ Date: _____

FARM DETAILS FOR NOMINATED FARM

Note: Acres + 2.47 = Hectares

Total Ha in Farm

Adjusted Ha

Rented Ha

DAIRYING

- 1 System of Production: Winter Summer
- 2 Number of Cows in Herd:
- 3 Replacements Reared: Yes No
- 4 Milk Yield Per Cow:
- 5 Quota:
- 6 Winter Accommodation: Slatted Cubicles Tie-Up Byre Other (specify) _____
- 7 Milking Facilities: Parlour Pipe Line Bucket

CATTLE

- 1 System (most appropriate): Calf to Beef Calf to Store Suckling Summer Grazing Winter Finishing
Store to Beef Zero Grazing Pedigree Breeding
- 2 Number of Cattle normally on hand during Summer: Winter:
- 3 Number of Cattle slaughtered in the last calendar year:
- 4 Number of Suckler Cows: If Pedigree, what breed? _____
- 5 Winter Accommodation: Slatted Cubicles Straw Other (specify) _____

SHEEP

- 1 Lowland Hill Both
- 2 Number of Ewes (including hogget ewes):
- 3 Lambing Dates (appropriately): Dec Jan Feb Mar Apr Other (specify) _____
- 4 Average Lambing Percentage:
- 5 Are Ewes Housed in Winter? Yes No

PIGS

- 1 System (most appropriate): Weaner Production Breeding + Finishing Finishing Only Minimal Disease
- 2 Number of Sows:
- 3 Number of Weaners Sold/Sow/Year:
- 4 Number of Fat Pigs Sold/Year:

CROPS

	CEREALS			ROOTS (incl Potatoes)	OTHER CROPS	GRAND TOTAL
	Winter	Spring	Total			
Hectares						

Tillage Operations Carried Out: With Own Machinery Contractor Both

Machinery on Farm: _____

OTHER ENTERPRISES (State Numbers/Hectares)

Horses Poultry Deer Commercial Horticulture

Other (specify): _____ **Type:** _____

Level 6 Major Award Declaration

Teagasc Distance Education Green Cert for Non Agricultural Award Holders

In addition to a verified copy of your qualification you must provide a declaration that you have been awarded a major award at level 6 or higher, in a Non-Agricultural discipline, in further or higher education.

Proceed as follows:

	Please tick ✓
Please tick if you have been awarded a Level 6 or higher Major Award in a Non-Agricultural discipline	
If necessary, contact Quality and Qualifications Ireland (www.qqi.ie) to establish where your qualification has been placed on the National Framework of Qualifications (NFQ). Ensure that you have been awarded a Level 6 or higher Major Award in a Non-Agricultural discipline Where the status of a qualification is in doubt, Teagasc will request that you provide written confirmation from Quality and Qualifications Ireland that the qualification presented is a major Level 6 or higher major award on the National Framework of Qualifications before being accepted onto a course.	
Sign this declaration and return it as instructed.	

Note: The onus is on the applicant to ensure that their qualification is a Level 6 or higher major award.

I hereby declare that I have been awarded a Level 6 or higher Major Award in a Non-Agricultural discipline.

Signed: _____

Print Name: _____

Date: _____

In addition to a copy of your third level qualification, you must provide this declaration that you have been awarded a Level 6 or higher Major Award in a Non-Agricultural discipline. Please return this document, completed as required, as part of your application.

ICBF (Irish Cattle Breeding Federation) Herd Plus Data Release Form

This form must be completed and signed by the herd owner

Example

To whom it may concern,

IJohn Smith....., request that the Department of Agriculture and Food make available a copy of my herd's calf registration data, centralised movements monitoring system data (CMMS) and other relevant cattle breeding data to Irish Cattle Breeding Federation for the purpose of the national cattle breeding database. Data from other organisations (for my herd) may also be forwarded to ICBF.

I understand that all such information will be stored in the ICBF cattle breeding database and will be used for the purpose of research, training, education and advisory in support of cattle breeding activities.

I understand that my information will be used for

- classroom discussion moderated by Lecturers in Teagasc and Teagasc approved colleges
- farm discussion groups moderated by a Teagasc advisor

My mobile number is:-087-2914568.....

The BTE Herd number(s) that relate to my farming enterprise is/are:-

County letter	6 DIGIT HERD NUMBER						Check digit
e.g.							
M	1	5	8	7	4	5	6

I wish to grant access to data relating to my herd toTeagasc.....

Yours sincerely,

John Smith (signature of herd owner)

Date: 01/02/2017

Table to be completed by College/Centre:

Student Name	<i>Pat Smith</i>
Student Mobile Phone No.	<i>087 1234567</i>
College/Centre	<i>Gurteen College</i>
Course Type (Full-time/Part-time/eCollege)	<i>Part - time</i>
Course end date	<i>30/09/18</i>
Discussion Group Type (Dairy/Suckler/Beef)	<i>Dairy</i>
Discussion Group Leader	<i>Tom Ryan</i>

Major Farm Project Tutor	<i>Pat Murphy</i>
Major Farm Project Tutor email	<i>pat.murphy@teagasc.ie</i>

ICBF (Irish Cattle Breeding Federation) Herd Plus Data Release Form

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I understand that my information will be used for

- classroom discussion moderated by Lecturer in Teagasc and Teagasc approved colleges
- farm discussion groups moderated by a Teagasc advisor

My mobile number is:-

The BTE Herd number(s) that relate to my farming enterprise is/are:-

County letter	6 DIGIT HERD NUMBER						Check digit
e.g. <i>D</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>1</i>	<i>5</i>

I wish to grant access to data relating to my herd to *Teagasc*

Yours sincerely,

..... (Signature of herd owner)

Date:

Table to be completed by College/Centre:

Student Name	
Student Mobile Phone No.	
College/Centre	
Course Type (Full-time/Part-time/eCollege)	
Course end date	
Discussion Group Type (Dairy/Suckler/Beef)	
Discussion Group Leader	

Major Farm Project Tutor	
Major Farm Project Tutor email	