

# **Athlone Campus**

## A STEP BY STEP GUIDE TO ONLINE APPLICATION

### Step 1 Setting up an account

Twisting THE Midlands Diseased in home to analy for old on an anomaly
Existing TUS Midlands: Please click here to apply for add-on programmes  Admissions Login
New to TUS Midlands (Athlone Campus): click below on "First time user account creation" and create a username and PIN of your choice Current TUS Midlands students: Please click here to apply for Add on programme
New to TUS Midlands: Click on 'First time user account creation'
Admissions Login
New to TUS Midlands (Athlone Campus): Click below on "rst time user account creation" and create a username and PIN of your choice  Current TUS Midlands students: Please click here to apply for Add on programme  Please click here for application instruction
Login ID: PIN:  Login First time user account creation Return to Homepage
First Time User Account Creation
Admissions Login - New User
Please create a Login ID and PIN. Your PIN must be six numbers.  Your PIN can be up to 6 numeric characters. Minimum 6 numeric characters are required. Enter your PIN again to verify it and then select Login. Your Login ID and PIN will be saved.  Create a Login ID:  Create a PIN:  Verify PIN:  Login
Return to Homepage

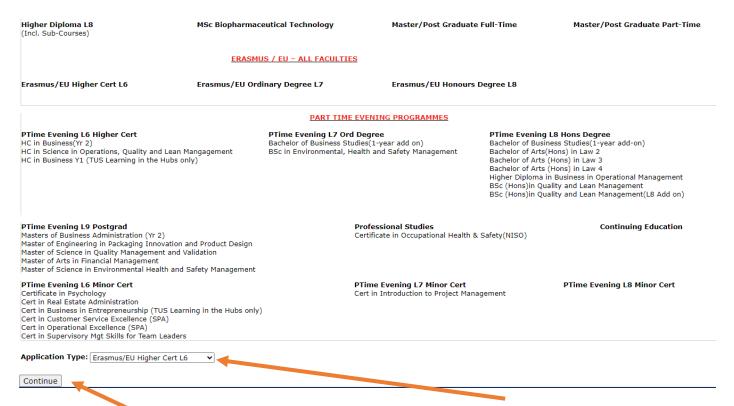
- (1) Create a Login ID, e.g.: JoeBloggs
- (2) Choose a 6-digit PIN number ie.123456

Please keep note of your Login ID and PIN

#### Step 2 Select your Programme

**NOTE:** All programmes are listed under application types, for example:

P/Time Evening L6 Higher Cert Honours Degree Level 8 Eng/Inf



- (1) Select the appropriate Application Type from the dropdown menu.
- (2) Press Continue

#### Step 3 Apply for Admissions

**NOTE:** During the application process, fields marked with a red Asterisk \* are mandatory and must be completed.

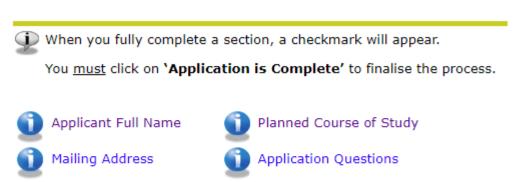
#### Choose the Admissions Term and enter your name. Click on Fill Out Application

Apply for Admissions						
Select the term you want to apply for and then enter your name. When you're finished, click <b>Fill Out Application</b> to continue.						
* - indicates a required field.						
Application Type: Honours Degree L8 Eng/Inf						
Admission Term:*	Select					
First Name:*						
Middle Name:						
Last Name:*						
Fill Out Application						

#### Step 4 Application Checklist

NOTE: Please complete all sections of the Application Checklist

## Application Checklist

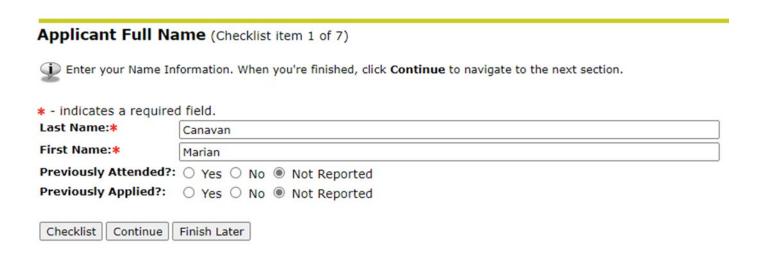


Application is Complete | Finish Later

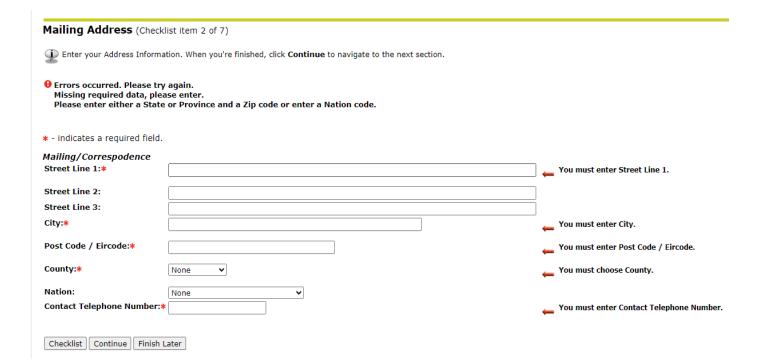
Click here to contact the Erasmus Office

#### Step 5 Enter your Name and click continue

NOTE: Previously Attended/Previously Applied refers SPECIFICALLY to TUS applicants



#### Step 6 Enter your Address and click continue



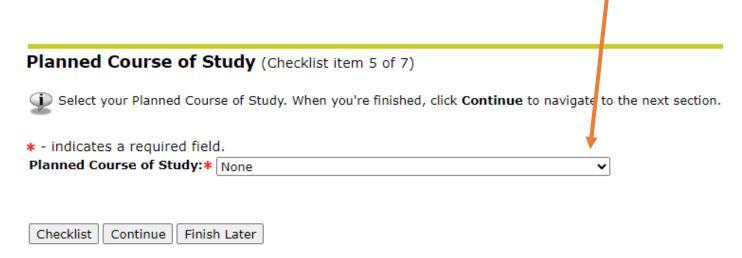
#### Step 7 Enter your Personal Information and click continue

### Personal Information (Checklist item 3 of 7) in Enter your Personal Information. When you're finished, click Continue to navigate to the next section. \* - indicates a required field. Email:\* Verify e-mail address:\* PPS Number (XXXXXXXXX): Gender:\* O Male O Female Birth Date:\* Month None ▼ Day None ▼ Year (YYYYY) Irish Resident:\* ○ Yes ○ No Checklist Continue Finish Later

#### Step 8 Enter your International Information and click continue

International Information (Checklist item 4 of 7)							
Enter your Internationa	l Information.	When you're finished,	click <b>Continue</b> to	navigate to the next se	ection.		
* - indicates a require	ed field.						
Country of Citizen:*	None	~					
Country of Birth:*	None	~					
,							
Checklist Continue	Finish Later						

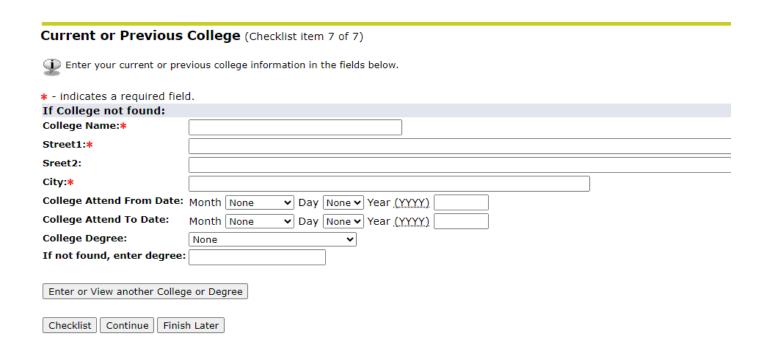
### Step 9 Choose your planned course of study from the dropdown menu



### Step 10 Complete Application Questions and click continue

Application Questions (Checklist item 6 of 7)	
Enter the Information requested. When finished, click <b>Continue</b> to navigate to the next section.	
If you wish to be considered for other programmes please list these in order of preference.	
Have you previously attended AIT?	○ Yes ○ No ® No Response
Checklist Continue Finish Later	

#### Step 11 Enter your Current or Previous College Information and click continue



#### **Application Checklist** Step 12

Each of the 7 sections MUST be completed and verified with a checkmark



## Application Checklist

You must click on 'Application is Complete' to finalise the process.

When you fully complete a section, a checkmark will appear.



To submit your application please click on Application is Complete



#### Step 13 Confirmation of Application

#### Admissions Agreement

You must agree to the terms below, or you will be directed back to the Application Menu page and your application will not be submitted. If you have questions, contact information can be found in the HELP link above.

I understand that withholding information requested on this application, including attendance at any other institution, or giving false information may make me ineligible for admission to the university or subject to dismissal. I have read this application and certify that the statements I have made on this application are correct and complete, including a report of all college work attempted or completed.

I agree to the terms
I do not agree

Once your application is complete you will receive the above message.

Please agree to the terms

#### Step 14 Signature Page

#### Signature Page

Dear Marian

We acknowledge receipt of your application for Honours Degree L8 Eng/Inf

If you have completed an award at another third level sector, please forward a certified copy of your transcript of results to the Admissions Office at TUS Athlone as soon as it becomes available to you.

All documentation submitted should include your name and the title of the programme for which you are applying.

Kind regards Admissions Office, TUS Athlone admissions.midlands@tus.ie

If you do not receive this message your application is incomplete. Please check all sections are populated correctly and re-submit if necessary