



University College Dublin
STAFF FEE CONCESSION
 ~ application for STAFF MEMBER only

Personal Details

Surname		First Name	
Phone No		Student No	
E-mail		Programme/ Year	

Employment Status

Personnel No:	P
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	Date of Appointment	Hours per Week
Current Staff		
Retired		
Other/ Comments		

Full-time permanent staff employed per – 1992 only - please
 Indicate university where registering:

UCD	
TCD	
UCC	
NUIG	
NUIM	

Applicant Declaration/ Signature

I confirm that I am not on Leave of Absence or a Career Break while claiming the concession.

Signature of Staff Member _____

Date _____

To be complete by Head of School/ Unit

I confirm the information provided and approve of the above-named claiming a UCD Staff Fee Concession.

Name of Head of School/ Unit _____

Signature of Head of School/ Unit _____

IMPORTANT NOTE: Programmes taken by qualifying staff (pre-1992) in other Universities will be liable for BIK taxation.

Return To: student.records@ucd.ie

Policy: <https://www.ucd.ie/registry/staff/registryservices/registration/studentrecords/stafffeeconcessions/>

Please read and understand the Policy on Staff Fee Concession before completing this form.