

<<<<Insert Your Company Letterhead/Logo >>>>

Form Ref. IDU11/2018

Education References

Strictly Private and Confidential

Please ensure that all sections are completed fully.

Applicants Details	
Applicant Full Name	
Applicants Address & Postcode	
D.O.B	

Dear Sir/Madam

The above named has applied to [SPONSORING COMPANY NAME] for the position of [POSITION]. He/she has advised us that he/she was in education with your establishment: From: ___/___/___ To: ___/___/___

I would therefore be grateful if you would complete the attached questionnaire and return it to me as soon as possible. This information will be required to secure an identity pass and information will be shared with Belfast International Airport and possibly with the control authorities.

Would you please authenticate your reply by using your company stamp in the space provided, or by attaching a compliment slip/headed paper.

You may be contacted by the Belfast International Airport Security Team to verify this reference.

We may not be able to offer employment unless these details are returned and verified, therefore an early reply would be appreciated.

May I thank you in anticipation of your co-operation in this matter and assure you that your reply will be treated in the strictest confidence.

Yours faithfully

Name _____

Position in Company _____

EDUCATION HISTORY

Education Details	
School, College or University Name:	
Please confirm the specific dates when the applicant attended your establishment	From: ____/____/____ Day Month year To: ____/____/____ Day Month year
If the applicant is still in education, please state the expected completion date	____/____/____ Day Month year

College Details	
College/University Name:	
Address	
Email	
Telephone Number	
Fax Number	
Mobile Number	
Print Name	
Signature:	
Date:	

To the best of your knowledge, is there anything known about the applicant, which suggests a lack of integrity or otherwise reflects adversely upon their suitability to hold an Airport Security ID Pass allowing them access to sensitive areas of the Airport? **Yes** **No**

If you have answered "yes" please provide reason/s:

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Company Stamp

Authorised By (Pass Office Staff Print Name)	Signed	Date
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FOR AUDIT USE ONLY WHERE APPLICABLE

Form Audited By	
Date	
Signed	