

# 6TH YEAR CAREERS BULLETIN

## MAY 2018

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1. At this time you will be receiving information from **UCAS, CAO, PLC Colleges** and the **State Examinations Commission**.

- Read it attentively.
- Follow the instructions and take action if necessary.
- File it away carefully.

2. NUI Exemptions – those of you who have applied for an NUI Exemption(s) must ensure that it is recorded on your CAO Application Account. If it does not appear please contact the NUI Directly (01 – 4392466)

3. **Wednesday 6<sup>th</sup> June - Friday 22<sup>nd</sup> June:** The Leaving Certificate written exams commence. Ensure you have a copy of the **examinations timetable**. Know your **examination number** (the number used for your orals).

4. **The CAO:**

- Check all details are correct on Your **Statement of Application**.  
**(A) Name (B) Date of Birth (C) Exam No. (D) Exemptions Recorded**
- **The Change of Mind Facility:**  
From the **4<sup>th</sup> May - 1<sup>st</sup> July (5.15p.m.)** applicants can make changes to their existing course choices **online**. Go to [www.cao.ie](http://www.cao.ie), click on **Change Course Link** and enter your CAO **application number** and **date of birth**. This facility is free of charge. Ensure that you print out a **hard copy** of any course changes you make on your form. **Check course entry requirements** for new additions to your Level 8 and Level 6/7 lists.

## 5. Leaving Certificate Results – Wednesday 15<sup>th</sup> August:

Your Leaving Certificate results will be available for **collection at the school** from 9.10a.m. All results must be **signed for**. Students who are unable to collect results at the school can access their results from the **State Examinations website**, [www.examinations.ie](http://www.examinations.ie). Before the exams commence each student will receive an individual **PIN** number. This will enable you to log on and view your results. Results are not usually available online until **12 noon**.

## 6. UCAS Offers – Monday 20<sup>th</sup> August:

From Monday 20<sup>th</sup> August onwards the U.K. colleges will begin offering places to students. Check the UCAS **Tracking** system regularly for updates of offers. You will need your **UCAS application number, username** and **password** to access Tracking.

## 7. CAO Offers:

- Round 1 - Monday 20<sup>th</sup> August. **Reply Date Friday 24<sup>th</sup> August.**
- Round 2 - Wednesday 29<sup>th</sup> August. **Reply Date Friday 31<sup>st</sup> August.**

### Accepting/Rejecting an Offer:

If you score enough points then you may receive **two offers**, one from your Level 6/7 list and one from your Level 8 list. You **can only accept one** of these offers. **Remember the Golden Rule of CAO – you can only move up your list of course preferences**, e.g. in Round 1 if I get offered my 3<sup>rd</sup> Preference then it is still possible to get offered my 1<sup>st</sup> or 2<sup>nd</sup> Preference in Round 2. **Assume student achieves 390 points in the table below.**

1	DN650 (UCD COMMERCE – 505 points)
2	DC111 (DCU BUSINESS STUDIES – 466 points)
3	DT365 (DIT BUS & MNGT. – 445 points)
4*	<b>MH101 (MAYNOOTH ARTS – 327 points) ROUND 1 OFFER</b>
5.	DN500 (UCD ARTS – 326 points)

I advise students to **accept** whatever they get offered in the 1<sup>st</sup> Round as there is **no guarantee** that they will receive a 2<sup>nd</sup> Round offer. However if you are unhappy with an offer and wish to **reject it**, then simply let the offer notice lapse (i.e. do nothing)

**Deferring Entry:**

If you are planning to **take a year out** then you can defer your college place. You must write directly to the **admissions officer** of the college within **three days** of receiving the offer notice. Quote your **CAO application number** and the **Course Code** in your correspondence.

**Available Places:**

Some colleges do not fill all their course places in the first and subsequent rounds. Whether you have accepted your 1<sup>st</sup> Round offer or not you can apply for any vacant place on the CAO website provided you meet the minimum entry and points requirements. Visit [www.cao.ie](http://www.cao.ie) and go to the **Available Place** link. This will operate from **12 noon on Tuesday 21<sup>st</sup> August**.

**8. Unhappy with Your Leaving Certificate Results? Appeals Process**

The State Examinations Commission allows students to view their scripts following the publication of the results. Contained in the envelope with your results is a white form. This must be completed and returned to the school by **Tuesday 21<sup>st</sup> August** if you wish to view any of your exam scripts. Viewing of scripts will take place on **Friday 31<sup>st</sup> August** (6 – 9 p.m.) and if necessary on **Saturday 1<sup>st</sup> September** (9a.m. – 12 noon). The closing date for lodging appeals through the school is **Monday 5<sup>th</sup> September**. The cost of an appeal is **€40 per subject**. Decisions on appeals arrive in the school by mid – October (provisionally 11<sup>th</sup> Oct.)

- 9. Information on Grants: SUSI-Student Universal Support Ireland.** E-mail enquiries at [support@susi.cdvec.ie](mailto:support@susi.cdvec.ie) and telephone queries on 0761 08 7874. Short Q&A published on [www.studentfinance.ie](http://www.studentfinance.ie) which may be of assistance. SUSI application closing date 1<sup>st</sup> August.

**10. Accommodation at College:**

Prior to the publication of exam results contact some of the colleges and request an updated list of people offering accommodation, e.g. Digs or Private Rented. At present you can apply to be placed on the waiting list for campus accommodation at DCU, UCD and NUI Maynooth. For more information on student accommodation **visit the individual college websites** or go to [www.daft.ie](http://www.daft.ie).

**11. During Your Exams:**

Have a balanced approach. Take regular breaks during study. Ensure you are getting enough sleep. Regular exercise in any form can help you relax and unwind. A healthy diet is also very important to maintain your energy levels.

It has been an absolute pleasure getting to know you and working with you, especially over the past three years. No matter what life throws at you always believe in yourself and follow your dreams.

Take care and wishing each one of you every success in the years ahead.

Alan.

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14/05/2018.