

www.cao.ie

Applying for CAO entry 2023

What you need to know



www.cao.ie



CAO IS NOW OPEN TO APPLY

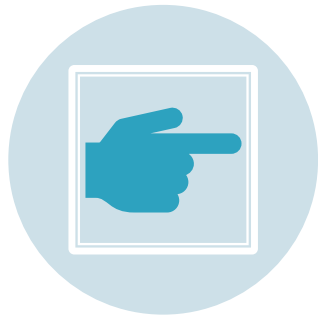


APPLY NOW

Get it done now

www.cao.ie €30 –
have card ready to pay

CAO = Using points



ON CAO.IE YOU ARE USING
LEAVING CERT POINTS TO APPLY
FOR:



LEVEL 6, 7 & 8 COURSES IN
UNIVERSITIES, INSTITUTES OF
TECHNOLOGY AND OTHER
COLLEGES.



YOU DO NOT APPLY FOR PLC
COURSES ON CAO

Online Application - Personal Details

Applicant's Personal Details

Surname

Other names

Title
(Mr, Ms, Mrs, etc.)

Date of Birth

Sex Male Female

As stated in the CAO Handbook, an applicant may only present one application in any one year (either online or paper). There will be no refunds given to applicants who make more than one application.

Home address Rep. of Ireland Other Country

Address Line 1

Address Line 2

Address Line 3

Address Line 4

Postal Address: (created from name and address entered above)

[Click here for more information](#) [Click the following link if the postal address does not appear](#)

CAO application form:

Qualifications & Assessment Summary :

Please tick the qualification/assessment section(s) that are relevant to you.


You may tick more than one box, if necessary.

1. Irish Leaving Certificate Exams (1985-2023)
2. 2002-2023 QQI FET/FETAC Level 5/6 Exams
3. 2001 or earlier FETAC Level 5/6 (NCVA Level 2/3) Exams [Help?](#)
4. 2006-2023 GCE A/AS Levels/GCSE [Help?](#)
(England, Wales, Northern Ireland Exams, and International GCE/GCSE Exams under CAIE, PEARSON, AQA, OCR Boards)
5. Other School Leaving Exams [Help?](#)
(e.g. School Leaving Exams outside of UK & Ireland, Baccalaureate, Scottish Exams, pre-1985 Irish & UK exams, Leaving Cert Applied, Level 3 BTEC, GNVQs, VCEs, Irish Matric Exams, GCE/GCSE pre-2006, etc. - see help? link for further information)
6. Further Education [Help?](#)
(Any other Further Education courses that you have undertaken that do not fall into one of the other sections on this application for e.g. City & Guild awards, FÁS awards, BTEC level 4 or higher, Post-Leaving Certificate Courses (Republic of Ireland) etc.)
Please note: QQI FET Level 5/6 should be included under box 2 above.
7. Third-Level Higher Education [Help?](#)
(required regardless of whether you passed, failed, or did not take examinations)
8. Mature Applicants [Help?](#)
(those 23 years of age on or before the 1st of January 2023)

Payment & Creating An Account

Payment Options :

Credit or Debit Card    

Fee Payment Form 

(Republic of Ireland applicants only)

Terms & Conditions :

TERMS & CONDITIONS WILL APPEAR HERE ON THE REAL FORM

I understand this form is for practice only and that no details will be sent to CAO.

Create Account Password :

Account Password

Confirm Password

Your Account Password must be between 8 and 20 characters long.
Please choose a password that you will remember easily.

After clicking 'Proceed with Application' please be patient, as the payment request may take some time.

[Proceed with Demo \(No Details Sent\) »](#)

You can apply for 20 courses



10 courses – Level 8 Honours Degrees



10 courses – mix of Level 6 & 7



HAVE YOU CHOSEN 20 COURSES TO PUT ON YOUR CAO LIST?



HAVE YOU RESEARCHED EACH ONE OF THOSE VERY CAREFULLY?

What course to choose?

Interest

- You must have an interest in the area

Title

- Do not judge from the title – titles can be misleading – research exactly what the course is about –

Open Days

- Attend open days – they are on at the moment...ask all the questions – get all the information....use the live chat facility

Content

- Know what you will study on the course – look at subject/module lists

Research

- Good research and being honest with yourself at this stage helps avoid stress/ bad decisions later

Class Sizes– What would suit you?



Would you do better in a big or a small group?



Would you mix better in a bigger college or a smaller one?



These are very important questions to ask yourself at this stage....be very honest....

www.qualifax.ie /
www.careersportal.ie



Lists Content of Course and

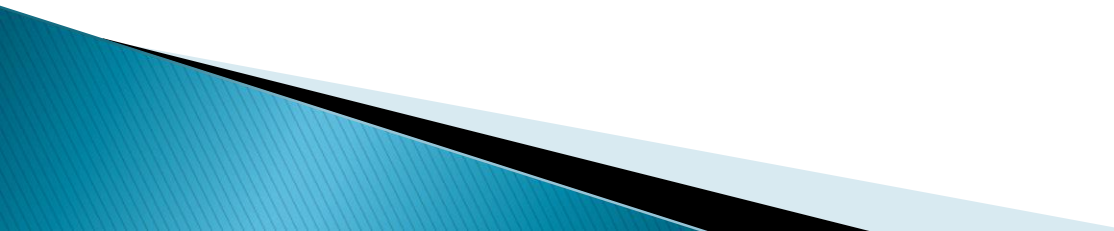


List of Subjects taught each year



Read the content and descriptions very carefully and try to imagine yourself in these lectures.....is it for you?

3 things to check always

- ▶ 1. College entry requirements
 - ▶ 2. Specific course requirements – Check the Maths requirement every time
 - ▶ 3. Points
- 

College Entry Requirements

- ▶ Each college has its own requirements:

- ▶ Example:

Maynooth	2 H5, 4O6/H7
Trinity	3H5 3O6/H7
TUD L8	2H5 4O6/H7
▪ L6/7	5O6/H7

- Check on www.qualifax.ie

Course Entry Requirements -



Multimedia DCU needs a H4 in English



Veterinary Science in UCD needs H5 in Chemistry



Primary teaching needs H4 in Irish



Science L8 in TuDublin needs 03 Maths

Do not assume you know.....**ALWAYS CHECK**

Points

- ▶ On Qualifax page – scroll to bottom –it always lists the points for the last 3 years

Points History

Year	Points	
2022	566	
2021	554	
2020	509	

Check very Carefully



Make sure you can meet the requirements

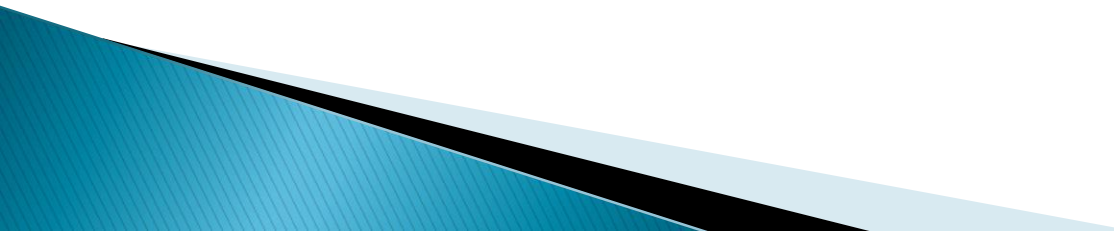


Of the college,



The specific course & the points

NB ORDER OF PREFERENCE

- ▶ THE COURSE YOU REALLY WANT OVER ALL OTHERS GOES IN PLACE NO. 1
 - ▶ THE COURSE YOU WANT IF YOU DON'T GET YOUR FIRST CHOICE GOES IN PLACE NO. 2
 - ▶ AND SO ON UNTIL YOU FILL IN ALL 10 BOXES.
 - ▶ **THIS IS VERY IMPORTANT TO UNDERSTAND**
- 

Level 8 Course Choices

Courses

No courses selected.

Please enter all your course choices below, in order of preference.

You may type the course codes directly into the boxes below or click on the 'Courses' button to select course codes.

N.B. Enter all courses for which you wish to apply.

New Choices

Enter your new list below

1.

2.

3.

4.

5.

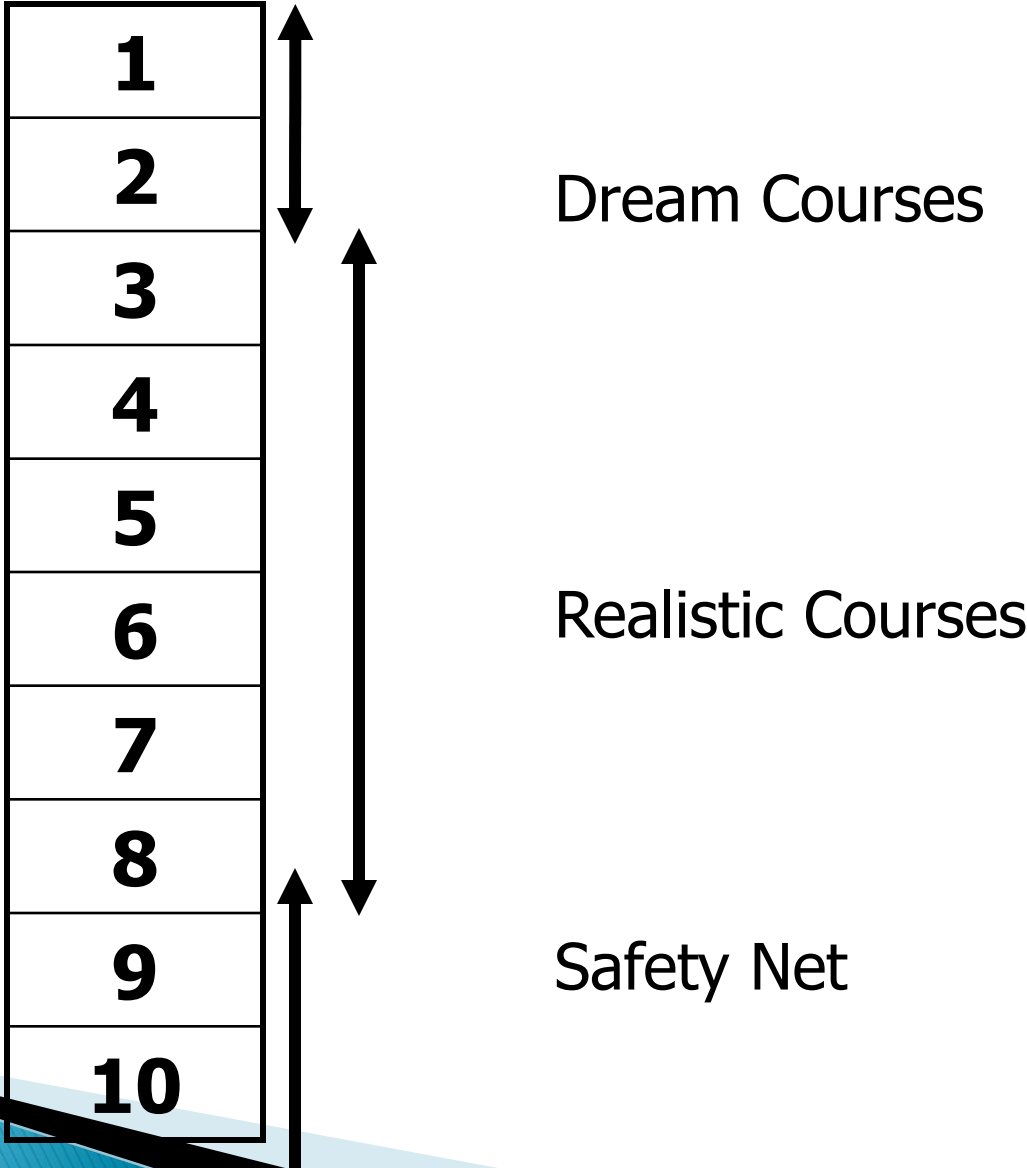
6.

7.



Key in up to
ten codes
for **Level 8**
courses.

So – what is the best way to fill in the courses?



Course Codes

On your CAO form you will write the code e.g.

1. DN200

2. TR 065

3. WD 231 etc

Check all codes carefully

Check Alert list on www.cao.ie for changes

Covering all possibilities:

1

Be sure you put courses with a range of points on your CAO

2

Do not put only courses over e.g 300/400/500

3

Include courses with lower points , just in case.....

4

Use the Level 6/7 list

Level 6/7 Courses

For many people these are your back up courses

But you may need them

Research every Level 6 or 7 course you put on your CAO list as well as your Level 8 courses and list carefully – again use order of preference

Level 7/6 Course Choices

Courses

No courses selected.

Please enter all your course choices below, in order of preference.

You may type the course codes directly into the boxes below or click on the 'Courses' button to select course codes.

N.B. Enter all courses for which you wish to apply.

New Choices

Enter your new list below

1.
2.
3.
4.
5.
6.
7.

Key in up to
ten codes
for **Level 6**
or **7** courses.

There are errors in your course choices. Please correct them below.

Level 8 Course Choices

Courses

Please enter all your course choices below, in order of preference.

You may type the course codes directly into the boxes below or click on the 'Courses' button to select course codes.

N.B. Enter under "New Choices", all courses for which you wish to apply.

Current Choices

1. CK101 Arts - 3 years



2. TR052 Dental Science



3. DN101 *** ERROR - not a valid course - please amend.

4. AL201 *** ERROR - not a valid course - please amend.

New Choices

Enter your new list below

1.

2.

6.

7.

Errors are highlighted.



CHECK, CHECK, CHECK



www.cao.ie – check Alert Lists for changes to courses from on www.cao.ie



Use : www.qualifax.ie and or careersportal.ie



DO your research well before you choose.



Remember put CODE not course name on list

Once you pay you will get a CAO number & a password



Store carefully – you will need these each time to get into your account



Give a valid email address/contact details



(maybe use parents' email?)

Record of your choices



Be sure to keep a list of your course choices – in your phone?



If you make changes to your list later be sure to record these changes too



Remember to keep checking your email for any communication from the CAO

Offers in August – how it works



You will get an offer for the highest course on your list that you have met the entry requirements and have the points for



You may get 2 offers – one from your Level 8 list and one from your Level 6/7 list – you choose which you want– you can only accept one course

Example

(points used are just examples – may not be accurate)

Level 8 Preferences

1	UCD Comm/French	517
2	UCD Commerce	521
3	TCD BESS	543
4	DCU Glo. Bus./French	500
5	DCU Bus Stud	466
6	TUD Inter. Bus/French	400
7	TUD Business Mgt.	450
8	UCD Arts	320
9	NCI Business	290
10	DBS Bus Std	275

Level 7 – 6 Preferences

1	TUD Bus. Stud.	400
2	TUD Bus. Mgt.	360
3	TUD Marketing	360
4	TUD Retail Mkt.	300
5	TUD Tall. Bus. Mgt.	200

Example

If this student
obtains 480
pts in their LC



What course
is the student
offered?

Example

(points used are just examples –may not be accurate)

Level 8 Preferences

1	UCD Comm/French	517
2	UCD Commerce	521
3	TCD BESS	543
4	DCU Glob. Bus./French	500
5	DCU Bus Stud	466
6	TUD Inter. Bus/French	400
7	TUD Business Mgt.	450
8	UCD Arts	325
9	NCI Business	290
10	DBS Bus Std	275

Level 7 – 6 Preferences

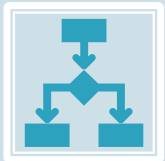
1	TUD Bus. Stud.	400
2	TUD Bus. Mgt.	325
3	TUD Marketing	360
4	TUD Retail Mkt.	300
5	TUD Bus. Mgt.	200



They will get two offers–



DCU Business and TUD Bus Management



They now decide and choose one and accept it.

Once you have accepted your course online



Wait and the college will contact you about registering, start dates, payment etc.




If a second round offer arrives, you can choose between both offers –



But if you do not get a second offer and have not accepted your first offer – you could be left with nothing – ask for advice

Example



If this student
obtains 350
pts in their LC

What courses
is the student
offered?

Example:

(points used are examples and may not be accurate)

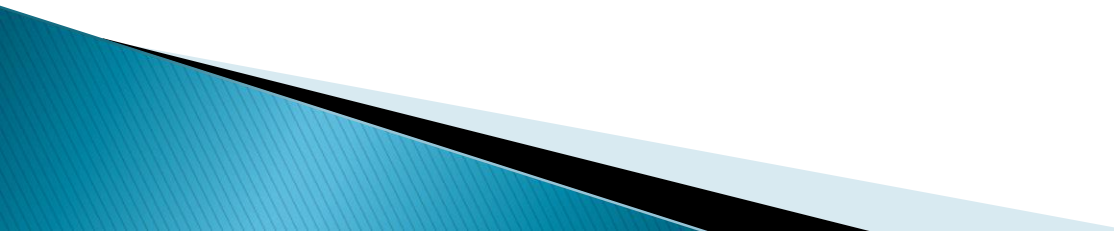
Level 8 Preferences

1	UCD Comm/French	510
2	UCD Commerce	500
3	TCD BESS	510
4	DCU Glo. Bus./French	500
5	DCU Bus Stud	466
6	TUD Inter. Bus/French	400
7	TUD Business Mgt.	450
8	UCD Arts	320
9	NCI Business	290
10	DBS Bus Std	275

Level 7 – 6 Preferences

1	TUD Bus. Stud.	400
2	TUD Bus. Mgt.	325
3	TUD Marketing	360
4	TUD Retail Mkt.	300
5	TUD Tall. Bus. Mgt.	200

Accepting a course.....

- ▶ Again, they will have a choice and must decide which course would suit them best and accept one
 - ▶ You can only accept one course
 - ▶ Accept on-line through your CAO account
- 

CAO Offer Timeline



Your best 6 results are counted for your points



First round offers issued after Leaving Cert. results in August



Round two offers follow



Further offers until all places are filled



(Vacant Places)

Offers in Round 2 or 3 or 4



If you do not get your First preference in Round 1, you may get a higher offer in later rounds.....but.....you may not



So



Accept what you have been offered and wait



If you get a second round offer, you can choose which of the courses offered you want to accept.

www.cao.ie for further information

1

Use your course
choice sheet

2

Get your parents
to go on to
cao.ie

3

& read your
online interactive
cao booklet
www.cao.ie

Hear Scheme

Support for students from disadvantaged background

Must tick box on CAO and fill in application forms

Not all colleges linked to the scheme

Up to 60 extra points

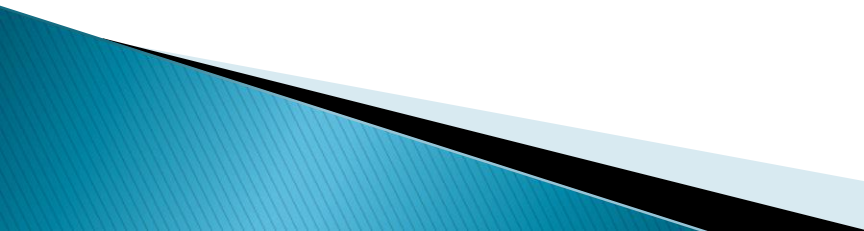
Financial support in college

www.accesscollege.ie www.cao.ie

DARE Scheme

- Support for students with illness/disability or learning difficulty –
- Up to 60 extra points – forms to fill out & send off – Medical evidence needed
- Support while in college
- www.accesscollege.ie www.cao.ie

Access – like HEAR and DARE

- ▶ You can apply for help for most colleges that are not in the Hear or Dare scheme – this is usually called ACCESS
 - ▶ You must apply individually for Access on each college website – if the college is not signed up to HEAR/DARE
 - ▶ for example: www.itcarlow.ie/access
- 

GRANTS – www.susi.ie

May pay €3,000 fee & may also pay ‘maintenance’ – money to help you live

www.susi.ie – go on to this site with your parents/guardians

Means tested – individually accessed – depends on income

Not open to apply until April

Have your paperwork ready to go

CAO – Change of Mind



Possible to change course choices FREE OF Charge from May 5th until July 1st



- you can change your lists of courses EVEN after you sit the exams in June



NB You cannot add restricted courses after Feb 1st – you can remove them

RESEARCH, RESEARCH, RESEARCH



Do your research



List courses in order of preference



You can change them up to July 1st
(except for restricted courses)

What to do now: www.cao.ie

Go home and open your account

If you know your courses – add them

If you are still unsure – open the account and do more research & add the courses before Feb 1st

Please ask for help



Just ask



If you are confused or
have any question

Ask for Help



Please go to Ms Travers, Ms Stanley or Ms McGee



If you have any questions or need help with your application