Some important things to remember

- Very often it can take a number of months to gather your Evidence of Disability documentation so start gathering it as soon as possible.
- All closing dates are strictly adhered to and late applications or late documentation will not be accepted.
- You are the applicant so it is your responsibility to make sure that you have completed your DARE application fully, accurately and on time. Your school is not responsible for your application form or for sending documentation on your behalf to the CAO.
- All of your disabilities can be assessed for eligibility under DARE so it is really important that you provide the correct Evidence of Disability documentation for all the disabilities that you tell us about.
- Any unsolicited correspondence from third parties (e.g. politicians, medical, clergy or academic staff) that attempts to canvass on your behalf will not be taken into account and will not be responded to.
- If you need advice or guidance around any aspects of your application, please contact a member of the DARE team (see page ii for contact details).

You need to check your email account regularly for important CAO notifications and reminders about the DARE application process.

Posting Documents to CAO

- Send your Educational Impact Statement and Evidence of Disability documentation to the CAO, Tower House, Eglinton Street, Galway by 15 March 2020.
- Please number each page and write your CAO application number, name and the date on the front of each page.
- Keep the originals of all documents and proof of postage.
- You can get a certificate of postage from An Post. There are four certificate of postage slips pre-printed on the back cover of the CAO Handbook.
- For confirmation that the documents you posted arrived safely in CAO, enclose a stamped, self-addressed postcard with your documentation.
- DARE will not contact you about missing, incomplete or incorrect documentation, so please ensure that you have supplied all documents requested by 15 March 2020. Please contact a DARE advisor if you have any questions in advance of submitting your documentation.
Key Dates

From November gather supporting documents early

- Complete the Educational Impact Statement with your school.
- Check that your Evidence of Disability documentation has been completed by the appropriate medical/educational professional:
  - within the last 3 years if applicable. (See pages 18-19 for age limits of reports.)
  - is signed AND stamped OR on headed paper OR accompanied by a business card.

By 1 February 2020 at 17:15 apply to CAO. Go to www.cao.ie and click Apply.

By 1 March 2020 at 17:15. Complete Online Supplementary Information Form

- Answer YES to Question 1 “Do you want to be considered for the Disability Access Route to Education” on the Supplementary Information Form (SIF) by 17:15 on 1 March 2020.
- If you are applying to carry your DARE eligibility forward from 2019 to 2020, provide your 2019 CAO application number under Q1 (b) (see page 9) and click Apply.
- Save and submit your application.

By 15 March 2020 at 17:15 post your supporting documents to CAO.

- Please number each page and write your CAO application number, name and the date on the front of all documents submitted to CAO.
- Keep the originals of all documents and proof of postage.
- DARE will not contact you about missing, incomplete or incorrect documentation, so please ensure that you have supplied all documents requested by 15 March 2020 at 17:15. Please contact a DARE advisor if you have any questions in advance of submitting your documentation.