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CAO Press Release

CAO Change of Mind facility opens on May 5

CAO applicants wishing to make changes to their course choices can do so from noon on the 5th May using the 'Change of Mind' facility.

The CAO 'Change of Mind' facility can be accessed via the 'My Application' tab at www.cao.ie up to 1st July at 5:15pm.

Certain categories of applicant may experience restrictions - for example mature applicants - due to the assessment processes that apply to them.

In general, restricted courses cannot be added at this point in the application process. However, applicants who have applied by the 1st February deadline for a restricted course with an identical assessment procedure may be permitted to introduce a restricted course to their application.

Speaking about the Change of Mind process, CAO General Manager Joe O'Grady suggested applicants should think carefully about any changes that they make.

"The Change of Mind facility is available up to 1st July at 5:15pm, and applicants should use this time to thoroughly research courses, taking special care when checking the minimum entry requirements and course content.

"Applicants need to be careful not to make last minute changes to an application based on assumptions about what the points will be, or how well they feel that they have done in their exams. The best advice that we can give applicants is to place their course choices in genuine order of preference.

"CAO applicants should take care when entering their course codes and make sure to check that courses are listed in the correct order by logging in using the 'My Application' facility before the 'Change of Mind' deadline" he added.

When logging in to make changes, applicants will see their existing Level 8 or Level 7/6 list and a 'New courses' list. If an applicant chooses to add, remove or change the order of their courses on either list they must insert all course codes in the correct order on the new list.

For more information about the 'Change of Mind' process and the restrictions that apply visit the CAO website or view the CAO handbook. A video guide and dedicated 'Change of Mind' section of the website can be accessed via the 'Student Resources' page at www.cao.ie.

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For more information contact Eileen Keleghan, CAO Communications Officer, on 091 509884 or email ekeleghan@cao.ie