

**28/06/2019**

**CAO Press Release**

**CAO Change of Mind deadline 1 July at 5:15pm**

CAO applicants are being reminded that the Change of Mind deadline is Monday, 1 July at 5:15pm.

This free facility offers applicants the opportunity to add, remove or change the order of their course choices, however some restrictions apply – for more information go to page 3 of the CAO Handbook.

CAO would like to advise all applicants to think carefully about introducing new courses or changing their order of preference at this stage in the application process.

CAO communications officer, Eileen Keleghan, asks applicants to always remember to place their course choices in genuine order of preference;

“Every year we experience a surge in last minute amendments to CAO applications. This is due to a number of factors, for example more time spent researching courses and the introduction of new areas of interest.

“In 2018, fifty-five per cent of applicants availed of the Change of Mind facility at least once.

“What we would like to advise applicants to avoid doing is making changes to their order of preference or course choices based on how they feel they have performed in their examinations.

“If applicants simply follow the golden rule of placing all of their courses in their genuine order of preference they will be offered the course highest up on their preference list that they are deemed entitled to, if any”, she added.

Other advice for applicants from CAO is as follows:

1. Make sure to carefully check your application and ensure that all of the course codes are correct and listed in order of preference before the 1 July at 5:15pm.
2. When entering new courses or editing existing course choices, applicants must list all courses on the New Choices list.
3. After making changes to an application, applicants will receive an email - applicants should read this email carefully to ensure that there are no errors or omissions.

Round One CAO Offers will be available to view online on Thursday, August 15 from 2pm. Applicants will have until 5:15 pm on August 23 to register an acceptance online. There will be no postal offer notices in Rounds One and Two. Applicants who do not receive an offer in Round One will receive a Statement of Application Record email which they must carefully check and notify CAO of any errors or omissions. The expected date for Round Two Offers is August 28 at 10am.

**Round A Offers for mature applicants, mature nursing applicants, deferred applicants and those who have completed an Access course will be available online from 6 am on 5 July.**

A video guide to the CAO Change of Mind process is available here: <https://vimeo.com/86519317>

**-Ends-**

**For more information or to arrange an interview contact Eileen Keleghan, CAO communications officer by email only at [ekeleghan@cao.ie](mailto:ekeleghan@cao.ie)**