

Dear Principal/Guidance Counsellor,

September 2021

As mentioned in our newsletter in May, we have consolidated our September mailings into one combined pack of literature for both CAO and HEAR DARE (see enclosed). This mailing contains the HEAR DARE application literature and a small quantity of CAO Handbooks, as well as double-sided CAO information posters.

The interactive CAO 2022 Handbook is now available at www.cao.ie/handbook for your students/clients to view and download. This new version will offer applicants a more user-friendly set of instructions, with live links to additional resources, for example, the demo application form, video guides for each specific section, links to important sections of the CAO website and so on. This online flipbook has been introduced in place of the traditional printed version.

CAO applications may be made online from 5 November at noon and we ask that you remind your students to register as early as possible to encourage familiarity with the system. As you know, the courses that they select now can be amended up to 1 February for no extra charge, and students who apply online before 5pm on 20 January 2022 may avail of the discounted application fee of €30. **With so much uncertainty at the moment, it is even more important than ever that you encourage your students to apply early and supply any supporting documentation (e.g. HEAR DARE documentation) as soon as possible.**

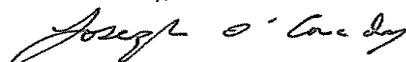
I would like to take this opportunity to draw your attention to some upcoming events and additional information:

- The provisional dates for the **2021 CAO Autumn Conferences**, in association with the Institute of Guidance Counsellors and the Higher Education Institutions, are 2, 3, 9 & 10 November at Johnstown Estate Enfield, Castledargan Hotel Sligo, Radisson Blu Hotel Limerick, and the Kingsley Hotel in Cork, respectively (**subject to public health advice**). A live stream of the 3 November conference will also be offered for those who are unable to attend in person. Full details and an online registration link will be available on the CAO website from the 15 October at noon. **Online registration will close on 29 October.** We look forward to meeting you at these events, and please note that **it is essential that you register online** if you wish to attend. If the school Guidance Counsellor is not available to attend we encourage the school Principal to attend. **Please remember to have your CAO Handbook to hand.**
- We enclose a **poster** which you may wish to display for students containing the application closing dates and promoting the interactive CAO Handbook. Additional resources will be available in the Information for Schools section of www.cao.ie over the coming weeks.
- **Disability Access Route to Education (DARE)** - Applicants with a disability or specific learning difficulty will be able to complete Section A (Application Information) of the **Supplementary Information Form (SIF)** when they apply online. Applicants who wish to be considered for the DARE scheme must complete this form and indicate on the form that they wish to be considered for DARE by answering Yes to Question 1 by 5 pm on 1 March. DARE applicants must submit the DARE Educational Impact Statement (EIS) and also Evidence of Disability to arrive in CAO no later than 5pm on 15 March.
- **Higher Education Access Route (HEAR)** - Applicants from socio-economically disadvantaged backgrounds may complete the HEAR online application form by 5pm on 1 March and submit supporting documentation to be considered for supplementary entry and post-entry supports to arrive in CAO no later than 5pm on 15 March.
- Information on DARE and HEAR can be found on www.accesscollege.ie

In November, you will be able to view the demonstration version of the online application form to see how the entire 2022 online application form is set out, including the SIF/DARE and HEAR sections. We have also updated a number of our resources, including the presentations and videos – please check out the Information for Schools pages for more information. An updated guide and presentation for Parents and Guardians is also available.

Again, we look forward communicating with you at one of the conference events in November, and if you have any questions or require any assistance throughout the year please do not hesitate to contact us.

Yours sincerely,



Joseph O'Grady,

General Manager