Applying to **CAO 2024**

Go to www.cao.ie and click on ‘Apply’.

1. **CAO opens for applications on 6 November.**
   Register with CAO at www.cao.ie before 5pm on 1 February (€45 application fee or €30 before 5pm on 20 January).

2. **Edit your application using the ‘My Application’ facility.**

3. **Provide supplementary information and all documents required by the deadlines stated in the handbook.**

4. **Introduce your courses before 1 February at 5pm to avoid restrictions.**

5. **Remember to place your course choices in genuine order of preference.**

6. **Use the Change of Mind facility from 7 May to 1 July at 5pm - restrictions apply.**

7. **Carefully check the Statement of Application Record email when it is sent to you in May - notify CAO of any errors or omissions immediately.**

8. **Round One offers are issued to eligible applicants after the release of the Leaving Certificate results, and in subsequent rounds until the offer season closes.**

9. **You MUST read the CAO Handbook in its entirety before making an application. Use the QR code below to view the interactive handbook.**
### Important Dates

**Nov - Feb**

- **6 November**: CAO Online application facility opens at noon.
- **20 January** (5pm): Closing date for discounted application fee of €30.
- **1 February** (5pm): Normal closing date for CAO applications.
- **6 February**: Change of Course Choices facility opens at noon - used for introducing restricted courses or by restricted-category applicants.

**March - June**

- **1 March**: Change of Course Choices facility closes at 5pm.
- **1 March** (5pm): Closing date for completion of HEAR/ DARE application forms.
- **15 March**: HEAR/ DARE supporting documents to be received by CAO by 5pm.
- **7 May**: Change of Mind facility opens at noon - restrictions apply.

**July - Oct**

- **1 July**: Change of Mind facility closes at 5pm.
- **Early July**: Round A offers issued.
- **Early August**: Round 0 offers issued.
- **TBC**: Round One offers available online at [www.cao.ie](http://www.cao.ie)

Offers are issued on a weekly basis until the offer season closes.

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1. **To get your CAO application number** you need to register with CAO - go to [www.cao.ie](http://www.cao.ie) and click on ‘Apply’.

2. **You can register** from 6 November and add your course information at a later date. Restrictions apply after 1 February at 5pm for certain courses and for restricted-category applicants - see the CAO Handbook for more information.

3. **Please enter your personal details** carefully and correctly.

4. **You must inform CAO** of all qualifications. If you are required to submit supporting documents to CAO make sure to follow instructions on the online form and in the CAO Handbook.

5. **You may make changes** to your CAO application when the ‘Change of Mind’ facility opens on 7 May and right up to 1 July at 5pm - restrictions apply.

6. **Before applying for a course**, check that you meet the minimum entry requirements - this information is available on the website of the institution. Having the points for a course is not enough; you must meet the course/institution’s requirements to be considered.

7. **Place your course choices** in genuine order of preference.

8. **You must always read** the CAO Handbook before submitting a CAO application – go to [www.cao.ie/handbook](http://www.cao.ie/handbook)