

# INFORMATION SHEET

## – Irish Leaving Certificate Exams (1985-2024)

**CAO**  
[www.cao.ie](http://www.cao.ie)

**IMPORTANT - Applicants presenting Irish Leaving Certificate Examinations (1985-2024) must read the following carefully and in full.**

### **Making an application to the CAO on the basis of Irish Leaving Certificate Examinations (1985-2024):**

Applicants presenting Irish Leaving Certificate Examinations (1985-2024) must tick box 1 in the Qualification and Assessment Summary.

Applicants must also enter their school name, address, start year and finish year in the **Secondary Level Schools Attended** section of the online application.

**Please note:** Leaving Certificate Applied or pre-1985 Leaving Certificate Examinations should be recorded under box 4 'Other School Leaving Exams'.



### **I am a current year Leaving Certificate Applicant – how do I supply my exam number?**

If you are a current year Leaving Certificate candidate, you must tick the box provided to indicate you are completing Leaving Certificate in the current year. When you start your CAO application, usually, you will not have your Leaving Certificate Examination number and you cannot enter your current year examination number.

In March, the State Examinations Commission will provide 2024 Leaving Certificate Examination candidate data to CAO, and at a later date you will be asked to confirm your Leaving Certificate Examination number when you receive the Statement of Application Record email in May.

In some cases, we will email applicants in March and April to ask you to input your examination number manually into your CAO account – this is usually where we were unable to match your CAO application to a Leaving Certificate Examination number supplied to CAO by the State Examinations Commission. Please check the Correspondence section of your application carefully for correspondence from CAO.

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## I sat my Leaving Certificate in a prior year – how do I supply my exam number?

If you have previously sat the Leaving Certificate you must provide your examination number(s) and the year(s) in which you sat your examination(s) in the space provided in the Qualifications and Assessments section. If you do not know your Leaving Certificate Examination number you may contact your school or the State Examinations Commission to access your details.



## How does CAO obtain Leaving Certificate Examination results?

CAO will use the exam number supplied/confirmed by the applicant to access Leaving Certificate Examination results.

It is not necessary to supply a physical copy of your 1985-to-current year Leaving Certificate results provided that you have supplied your correct Leaving Certificate Examination year and exam number in your online application.

## How will my Leaving Certificate Examination results be assessed?

Applicants can view the Leaving Certificate scoring scheme at [cao.ie/lcscore](http://cao.ie/lcscore)

If applicants already have their results, they can use the points calculator on our website to check their score: [cao.ie/calc](http://cao.ie/calc)

Leaving Certificate examination results are considered for offers in Round One and subsequent rounds.



**NOTE:** we will contact applicants by email. When we send emails, we send them to the email address registered on your CAO application. Please ensure you monitor this email address for messages from CAO. Failure to do so may have serious consequences. A copy of all emails sent by CAO can be viewed in the Correspondence section of your CAO account.