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CAO Press Release

Students encouraged to start CAO application process when online facility opens in November

The Central Applications Office (CAO) online application facility for undergraduate courses at Irish third-level Institutions opens on November 5.

Students are encouraged to start the online application process in November by entering their personal information and paying their application fee.

Once registered on the system students will receive their application number and can continue to edit their application online until January 31.

Applying before 5:15 PM on January 20 will result in applicants benefitting from a discounted application fee of €25.

Speaking about the opening of the application facility, Operations Manager for CAO, Joseph O'Grady, commented, "When the application facility opens in November students should take the time to start their application by entering their identifying information and obtaining their CAO application number. They can then become more familiar with the system and introduce, re-order and remove courses right up until January 31 for no extra charge.

"Familiarity with the system and leaving ample time to complete an application will help students to avoid some of the many common errors and omissions recorded by applicants each year."

Applicants can also avail of a Change of Course Choices and a Change of Mind facility at different intervals throughout the application process, but there are restrictions.

An online application demonstration is available on the CAO website for students and parents.

For more information on the application process students should read the CAO Handbook which was distributed to all schools in September and is available online via www.cao.ie. Students are also advised to consult with their Guidance Counsellor for advice.

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