Dear Parent/Guardian,

As you may be aware, the CAO applications process has now started. If your son/daughter is planning on going to university next year, they will need to complete the CAO application. They can complete this application online on <a href="https://www.cao.ie">www.cao.ie</a>. Alternatively, they can complete it in school with the Guidance Counsellor. A fee of  $\epsilon$ 30 is required to apply if you do so before January 20<sup>th</sup>. After this the fee is  $\epsilon$ 45 and the deadline for all applications is February 1<sup>st</sup>.

To complete the application in school, a credit or debit card is required to pay the fee. If you do not feel comfortable sending in a credit or debit card, you can send in the fee in cash and we can use the school credit card.

I would urge you to sit with your son/daughter and explore their options for next year. It is extremely important to research all courses and colleges before making their final decision. The Guidance Counsellor can be contacted on 089 223 2005 or you can email <a href="mailto:sorchanichrualaoich@stkevinscc.ie">sorchanichrualaoich@stkevinscc.ie</a> if you have any queries.

Kind Regards,	
Sorcha Ní Chrualaoich	
Guidance Counsellor	