Limerick Area Post-Primary Schools Common Application System 2019/20

Information Sheet

What is the Limerick Area Post-Primary Schools Common Application System?

The Limerick Area Post-Primary Schools Common Application System is the process by which the transfer of 6th class primary school students to the participating post-primary schools is managed.

Which Post-Primary Schools participate in the system?

There are 17 participant post-primary schools. The schools participating in the 2019/20 system are as follows;-

Ardscoil Mhuire *(girls),* Corbally, Limerick.
Ardscoil Rís *(boys),* North Circular Road, Limerick.
Castletroy College *(co-ed),* Newtown, Castletroy, Co. Limerick
Coláiste Chiaráin *(co-ed),* Croom, Co. Limerick.
Coláiste Mhichil *(boys),* Sexton Street, Limerick.
Coláiste Nano Nagle *(girls),* Sexton Street, Limerick.
Crescent College Comprehensive S.J. *(co-ed),* Dooradoyle, Limerick.
Gaelcholáiste Luimnigh *(co-ed, All Irish),* Sir Harry's Mall, Limerick.
Laurel Hill Coláiste F.C.J. *(girls, All Irish),* South Circular Road, Limerick.
Laurel Hill Secondary School F.C.J. *(girls),* South Circular Road, Limerick.
Limerick Educate Together Secondary School *(co-ed),* Castletroy, Co. Limerick. *Current Location: Fernbank, North Circular Road, Limerick*
Mungret Community College *(co-ed),* Mungret, Co. Limerick**.**
St. Clement's College *(boys),* South Circular Road, Limerick.
St. Munchin's College *(boys),* Corbally, Limerick.
Thomond Community College *(co-ed),* Moylish Park, Limerick.
Salesian Secondary College *(co-ed),* Pallaskenry, Co. Limerick.
Villiers Secondary School *(co-ed, Fee Charging),* North Circular Road, Limerick.

What are the criteria of admission to a post-primary school?

Each participating post-primary school has unique admissions criteria, details of which can be found in the School's Admission Policy. Copies of this policy may be obtained by contacting the schools directly.

How do I make an application for 1st year student enrolment to a participating post-primary school?

In order to make an application for the academic year 2019/20 you must complete the Limerick Area Post-Primary Schools Common Application Form. This form will be made available at all participating post-primary school Open Days/Nights for prospective 1st year students. A copy has also been sent to all identified feeder primary schools.

When completing the form it is important that you indicate a minimum of **9** schools to which you are applying in genuine, descending order of choice as a failure to do so may result in your child not being offered a school place. All information provided by you must be, to the best of your knowledge, accurate and truthful. It should be noted that application forms found to have inaccurate or misleading information will be withdrawn from the system and any offer made by a participating post-primary school, based on the information provided, will be deemed invalid.

The completed Application Form, accompanied by a stamped self-addressed envelope, should be sent to the Principal at the Number 1 School of your choice. **Early submission of forms is advisable**, but in any event, forms must be submitted no later than **12.30pm, Monday 14th January 2019**. Only one form per child will be permitted on the system.

Please note that the responsibility for making an application rests with the parent/guardian.

What can I do if I have submitted an application form but wish to change the order of my preferences?

Changes to the order of preferences are allowed providing that they are made prior to the closing date/time for the submission of application forms.

- If the school of first preference remains unchanged you should write to the Principal of that school, enclosing the second application form, and informing him/her that you have amended choices 2 to 9 and now wish to proceed with the new/revised application form.
- If the school of first preference has changed you should write to the Principal of the school of your original first choice informing him/her that you are withdrawing your application. The new/revised form should then be submitted to the school of first choice.

If you submit more than 1 application form and fail to notify the relevant schools of same, the Common Application System Administrative Centre will attempt to contact you in order to determine the form you wish to proceed with. In the event that staff from the administrative centre are unable to contact you the application form with the earliest date of submission will remain on the system. If all forms submitted by you are dated on the same day they will be removed from the system until the end of the process at which time they will be presented for consideration to all the schools listed on your form with available capacity.

What happens if an application from is submitted after the closing date/time for the receipt of application?

The closing date/time for the receipt of applications, 12.30 p.m., 14th January 2019 will be strictly enforced.

Applications presented to post-primary schools outside the submission deadline will be accepted but will be marked "Late Application". Late applications will not be included in the normal selection process. They will however be presented for consideration to all the schools listed on the forms with available capacity at the end of the process.

Limerick Area Post-Primary Schools Common Application System 2019/20 Key Dates:

Monday, 14th January 2019 12.30pm	Closing date/time for the receipt of applications forms.
Tuesday, 29th January 2019	Participating post-primary schools to post offers.
Wednesday, 6th February 2019 12.00pm	Date by which offers are to be accepted/refused.
Tuesday, 26th February 2019	Common Registration Night at all participating post-primary schools.