

## **ENTRY REQUIREMENTS and ADMISSION PROCEDURES for SCHOOL LEAVERS**

### **General Requirements**

1.1 Application: Applications for admission should be made to the Central Applications Office (C.A.O.), Tower House, Eglinton Street, Galway, using the course code CE001. Applicants are referred to the CAO/CAS joint handbook for details of application dates and procedures. Please note that the Bachelor in Education degree is a restricted application course. Applications will not be considered by the College unless the course has been listed by the applicant in an application received by the C.A.O. not later than 1st February in the year in which admission is sought.

1.2 Age Limits: Candidates must be at least 16 years old on the 15 January and not more than 22 years old on 2 January in the year of entry to the College.

1.3 Medical: Those who are admitted to the degree programme must be capable of undertaking all component courses successfully and capable of undertaking full responsibility for the care and safety of children when engaged in teaching practice. At present all admissions are conditional on a satisfactory report based on a full medical examination.

1.4 Religious Denomination: It is the responsibility of the Church of Ireland College of Education to provide a supply of teachers for schools under the management of the Protestant churches, and the Religious Studies element of the course is directed towards the requirements of the Religious Education programme in these schools. At the present time all available places on the degree course are reserved for those who are members of recognised churches in the Protestant tradition, and who are aware of and willing to support the distinctive ethos of Protestant primary schools.

1.5 Suitability: Eligible candidates are required to attend and pass a qualifying interview for the course and College in order to be considered for places. Interviews are normally held around Easter. Candidates must attend at their own expense.

1.6 Academic Requirements: To be considered for admission, applicants must have obtained the specified qualifications in either the Leaving Certificate Examination or Northern Ireland G.C.S.E. and G.S.E./ A Level Examination.

### **Leaving Certificate — Requirements**

#### **2.1 General Requirements:**

- (a) Grade C3 on a Higher Level paper in not less than three subjects.
- (b) Grade D3 in three other subjects in accordance with the Rules and Programmes for Secondary Schools.

\* Note: A Link Module of the Leaving Certificate Vocational Programme may be presented as one of the six subjects for the calculation of points but will not qualify as a subject for matriculation purposes.

#### **Obligatory Subjects:**

- (c) Grade C on a Higher Level paper in Irish. Students with Grade D3 on Higher Level or C3 on Ordinary Level may be offered places but only if there are insufficient candidates with the honours Irish requirement. Candidates with D3 on Higher Level Irish take precedence over those who have obtained Grade C3 at Ordinary Level.
- (d) Grade C3 on Ordinary Level or D3 on Higher Level English.
- (e) Grade D3 in Mathematics (either Ordinary or Higher Level).

#### **2.1 Ranking of Candidates:**

The best six subjects in a single sitting of the Leaving Certificate Examination (pre- or post-1992) will be counted for points purposes in accordance with CAO/CAS procedures. Where two or more

candidates obtain the same total of points a random selection procedure will be applied. While the minimum grades in the subjects Irish, English and Mathematics specified above need not be obtained at that single sitting of the Leaving Certificate Examination, candidates should note the requirement to achieve a minimum of Grade C on three Higher Level papers and Grade D in three other subjects in one single sitting of the Leaving Certificate.

**C.A.O. Common Points Scale**

L. C Grade	Higher Paper	Lower Paper
A1	100	60
A2	90	50
B1	85	45
B2	80	40
B3	75	35
C1	70	30
C2	65	25
C3	60	20
D1	55	15
D2	50	10
D3	45	5

**L.C.V.P. Link Modules**

Grade	Points
Pass	30
Merit	50
Distinction	70

**Northern Ireland G.C.S.E. and GCE/A Level Examinations — Requirements**

**General Requirements**

3.1 Six subjects from the N.I.S.C.E.A. syllabi must be presented, including three subjects from the GCE/A Level syllabus. A subject can be counted at only one level of examination.

3.2 Only subjects taken at one sitting of the GCE/A level and GCSE examinations will be accepted. Examinations taken in the same academic year are regarded as the same sitting.

3.3 Obligatory Subjects:

- (a) Irish: Grade C at GCE A Level;
- (b) English: Grade C at GCSE Level in both English and English Literature, or Grade B at GCSE Level in either;
- (c) Mathematics: Grade D at GCSE Level in Additional Mathematics or Grade A at GCSE Level in Mathematics;
- (d) Grade C at GCE A Level in two further subjects;
- (e) Grade C in one other subject at GCSE Level.

3.4 Ranking of Candidates: Applicant’s A Level results from one academic year will be counted for scoring and ranking purposes. The weighting system employed by Trinity College Dublin will be used:

GCE/A Level Grade	Points
A	190
B	160
C	130
D	100

**Other Requirements:**

4.1 Successful candidates who accept places will be required to enter the College during the first week of September. In special circumstances, at the discretion of the College authorities, the date of entry may be deferred for a limited period.

4.2 All students admitted to the College are required to attend courses in the Gaeltacht as part of their first year studies. Candidates should note that they will be required to take an oral test in Irish at the end of their first year, a pass in which is necessary in order to continue to the second year of the course. Students who fail their oral Irish test may be granted a retrial.

**Admission Procedures:**

5.1 Application for admission to the College must be made through the CAO / CAS application system. The B.Ed. course in the College is a restricted application course and, accordingly, applications must be received in CAO / CAS not later than 1st. February.

5.2 A College application form will be sent to all applicants in March/April. This form must be fully completed and returned to the College by a specified date.

5.3 Eligible candidates who have returned application forms to the College by the specified date will be notified by post (or in such manner as may be arranged) of the date and time of their suitability interview. Interviews will take place around Easter. Candidates who fail to return application forms, those who are deemed unsuitable at interview, those who are ineligible on grounds of religious denomination, and those who fail to attend for interview will not be considered for places in the College.

5.4 Candidates will be advised of the outcome of suitability interviews in May/June.

5.5 Successful candidates will be notified by the CAO in accordance with its normal procedures. Initial offers of places will be included in the CAO first round offers. Depending on the response further offers may be made in subsequent rounds.

**ENTRY REQUIREMENTS and ADMISSION PROCEDURES for MATURE STUDENTS****General Requirements**

1.1 Application: Mature students apply directly to the College. Application forms may be obtained from the College and must be completed and returned by **2nd. April** of the year in which admission is sought.

1.2 Age Limits: Candidates must be not less than 23 years of age on 1st. January of the year in which they are admitted.

1.3 Medical: Those who are admitted to the degree programme must be capable of undertaking all component courses successfully and capable of undertaking full responsibility for the care and safety of children when engaged in teaching practice. At present all admissions are conditional on a report on the basis of examination by the College Medical Officer.

1.4 Religious Denomination: At present all available places are reserved for those who are members of recognised churches in the Protestant tradition and who are aware of and willing to support the distinctive ethos of Protestant primary schools.

1.5 Suitability: Eligible candidates are required to attend and pass a qualifying interview for the course and College in order to be considered for places. Interviews are normally held around Easter; candidates must attend at their own expense.

1.6 Academic Requirements: To be considered for admission, applicants must have obtained the specified qualifications in either the Leaving Certificate Examination or Northern Ireland G.C.S.E. and G.S.E./A Level Examination.

## **Leaving Certificate — Requirements**

2.1 Leaving Certificate Examination 1992 or later

General Requirements:

- (a) Grade C3 on a Higher Level paper in not less than three subjects.
- (b) Grade D3 in three other subjects in accordance with the Rules and Programme for Secondary Schools.

Obligatory Subjects:

- (c) Grade C3 on a Higher Level paper in **Irish**.
- (d) Grade C3 on an Ordinary Level — or D3 on a Higher Level — paper in **English**
- (e) Grade D3 in **Mathematics** (Ordinary or Higher Level).

2.2 Leaving Certificate Examination 1969–1991.

General Requirements:

- (a) Grade C on Higher Level paper in not less than three subjects.
- (b) Grade D in three other subjects in accordance with the Rules and Programmes for Secondary Schools.

Obligatory Subjects:

- (c) Grade C on a Higher Level paper in **Irish**.
- (d) Grade C on an Ordinary Level — or D on a Higher Level — paper in **English**.
- (e) Grade D in **Mathematics** (either Ordinary or Higher Level).

2.3 Leaving Certificate Examination prior to 1969

To be eligible to apply for the competition, candidates who sat for the Leaving Certificate Examination prior to 1969 must hold an Honours Leaving Certificate with Honours in Irish. In English they must have obtained marks equivalent to Grade C on a pass paper or Grade D on an honours paper. They must also have passed in Mathematics.

2.4 Acceptable Alternatives: A pass in a First Arts University Examination in a subject which is also a recognised subject at the Leaving Certificate Examination may be accepted in lieu of any of the minimum requirements specified above, i.e. First Arts Irish in lieu of Leaving Certificate Irish, First Arts English in lieu of Leaving Certificate English, etc. In the case of Mathematics, a pass in that subject in the Matriculation Examination would be accepted.

2.5 Combination of: Results: Candidates may combine results obtained at the Leaving Certificate Examination in different years for the purpose of meeting the academic requirements.

## **Northern Ireland G.C.S.E. and GCE/A Level Examinations — Requirements**

General Requirements

3.1 Six subjects from the N.I.S.C.E.A. syllabi must be presented, including three subjects from the GCE/A Level syllabus. A subject can be counted at only one level of examination.

3.2 Only subjects taken at one sitting of the GCE/A level and GCSE examinations will be accepted. Examinations taken in the same academic year are regarded as the same sitting.

3.3 Obligatory Subjects:

- (a) **Irish**: Grade C at GCE A Level;

- (b) **English:** Grade C at GCSE Level in both English and English Literature, or Grade B at GCSE Level in either;
- (c) **Mathematics:** Grade D at GCSE Level in Additional Mathematics or Grade A at GCSE Level in Mathematics;
- (d) Grade C at GCE A Level in two further subjects;
- (e) Grade C in one other subject at GCSE Level.

#### **Oral Irish Test and Interview:**

**4.1** Candidates who satisfy the conditions already specified will be required to pass an Interview and a test in oral Irish. Part of the interview may be conducted in Irish.

**4.2** Candidates who get a “fail” grade in either the Interview or oral Irish test will be eliminated from the competition. Qualified candidates will be placed in an order of merit determined by the results of the Interview and oral Irish examination. Candidates who have failed the Interview on two previous occasions are not eligible for the competition.

#### **Other Requirements:**

**4.3** Successful candidates who accept places will be required to enter the College during the first week of September. In special circumstances, at the discretion of the College authorities, the date of entry may be deferred for a limited period.

**4.4** All students admitted to the College are required to attend courses in the Gaeltacht as part of their first year studies. Candidates should note that they will be required to take an oral test in Irish at the end of their first year, a pass in which is necessary in order to continue to the second year of the course. Students who fail their oral Irish test may be granted a re-examination.

#### **Admission Procedures:**

**5.1** Eligible candidates who have returned application forms to the College by the specified date will be notified by post (or in such manner as may be arranged) of the date and time of their suitability interview. Interviews will take place around Easter.

**5.2** Candidates will be advised of the outcome of suitability interviews in May/June.

**5.3** Candidates must submit the official statement/s of examination results to the College within one week of the publication of L.C. results in the year of application. Candidates who fail to do so will not be considered for places in the College.

**5.4** Successful mature candidates will be notified by the College at the time corresponding to C.A.O. first round offers.

## **OTHER INFORMATION**

### **The Suitability Interview**

Suitability interviews are held in the College, usually around Easter time, and generally last about 30 minutes. Part of the interview is conducted through Irish. The information provided in the candidate's application form may be used as a basis for discussion. Interviewers are interested in forming an opinion of candidates' views on education, their perception of the Church of Ireland College of Education, and their reasons for choosing primary teaching as a career. Ability to discuss and communicate will also be assessed, as will interests, values and attitudes. Candidates can, therefore, expect to be asked questions on some of the following areas: interests and hobbies, experiences of school, the home locality, ambitions and aspirations, issues of national and international significance, attitudes to study and to the teaching of religion. Candidates are encouraged to look on the suitability interview as an opportunity to clarify their own thoughts about teaching and to identify and explore their feelings about working with young children. Interviewers will not seek to put candidates under pressure but may ask them to support and explain their views or assumptions.

### **Professional Suitability**

The degree of Bachelor of Education is a professional degree which provides for the academic and professional requirements of primary school teachers. Graduates of the course are recognised by the Department of Education and Science as fully trained teachers in accordance with the Rules and Regulations for National Schools. Student teachers are, therefore, expected to attain a high standard of education, acquire a broad range of professional skills, and observe the regulations of the University and the College of Education in which they are enrolled.

Regular and punctual attendance at lectures, seminars and tutorials is essential throughout the academic year. Assignments and course work must be submitted at the prescribed times. When students are prevented from attending lectures or submitting course work due to illness or other legitimate reasons, then the prescribed procedures relating to such instances must be strictly followed.

School experience is regarded as central to the degree programme. When engaged in teaching practice students are required to prepare adequately attend fully and punctually and to harmonise their conduct with the accepted conventions of the school and the requirements of the College of Education.

Students will be expected to show sensitivity and understanding in their relationships with pupils, teachers and parents. Since the primary duty of the National School Teacher is seen as the formation of pupils' character and the inculcation of moral values, student teachers are themselves, in their behaviour, conduct and character, expected to exhibit the capacity to undertake this work successfully and in accordance with the ethos of the schools in which they may be expected to serve.

The Rules and Regulations of the Department of Education and Science provide for circumstances in which students may be required to discontinue from a course of training on medical or other grounds. However, before such a course of action is followed students who are failing to make satisfactory progress or who for any other reason appear unsuitable for the teaching profession will, except in very unusual circumstances, be warned of this possibility.

### **Deferred Entry**

Deferred entry will be granted **only** in exceptional circumstances and **only** to students who receive a **first round** offer of a place in the College. Applications for deferment of entry must be received not later than 1 August of the calendar year in which application for a place is made through the C.A.O. and should include a clear statement by the student giving the reasons for seeking deferment. Deferment, when granted, will be for a period of one year only.

### **Open Day**

An Open Day is held each year, usually on the Wednesday preceding the October Holiday. Secondary school pupils with an interest in primary teaching as a career are invited to visit the College, meet staff and students, and discuss the B.Ed. course and the nature of a teaching career. A light lunch is usually provided, followed by a tour of the College, and an information and discussion session.