



Guidance Newsletter

Monaghan Collegiate School - Issue 8 –November, 2011



Leaving Certificate Students 2011 attending Open Day at QUB

FOR PARENTS / GUARDIANS OF LEAVING CERTIFICATE STUDENTS

This Newsletter is designed to keep you up to date with the issues concerning your son/daughter's career planning.

CAO Applications

The CAO applications procedure is now in full swing. The Central Applications Office co-ordinates applications for admission to undergraduate courses in most Third Level Institutions in Ireland.

All Leaving Certificate students will now have a copy of the **2011/12 CAO Handbook**. Instructions for completing the form are contained on pages 1 - 25 (white pages). These should be studied carefully before applying.

All the participating colleges, their addresses and phone numbers are listed inside the front cover of the Handbook.

Please note that the national structure of qualifications has changed. In the past, courses have been categorised as either Degree or Diploma/Certificate; now, however, courses

are entitled as follows: **Honours Bachelor Degree** – Level 8, **Ordinary Bachelor Degree** – Level 7 and **Higher Certificate** – Level 6.

Using a single Form, applicants may choose up to 10 Level 8 and/or up to 10 Level 7/ Level 6 courses – **LISTED IN ORDER OF PREFERENCE** in each case. It is a mistake to base choices solely on present expectation of exam results. Applications will be assessed and offers of places will be issued independently but simultaneously in respect of Level 8 and Level 6 / 7 choices.

The **Closing Date** for all applications is **February 1, 2012**. The following table thus illuminates the fees for both online and paper applications respectively:

Paper Application	Fee	Closing Date
Normal Application	€40	<i>1 Feb 2012 (5.15 pm)</i>
Late Application	€80	<i>1 May 2012 (5.15 pm)</i>
Online Application	Fee	Closing Date
Normal Application	€30	<i>1 Feb 2012 (5.15 pm)</i>
Late Application	€60	<i>1 May 2012 (5.15 pm)</i>
Change of Mind	Nil	<i>1 July 2012 (5.15 pm)</i>

NB Certain courses are **Restricted Application** courses. This means students are not advised to apply for courses marked accordingly after *February 1*. This is because they have early assessment procedures, such as interviews, portfolio assessment etc., usually around Easter. More information found on *page 4* of the Handbook.

A **Statement of Course Choices** will be sent out by *March 5, 2012*. This will show the applicant’s CAO number as well as the course choices the CAO has recorded for him/her. This should be studied carefully to make sure that all data is absolutely correct.

Research

Good research is vital in order to make good choices on the CAO Form. It is essential that every student get their own copy of the Prospectuses of the colleges they are interested in and study them carefully. These are available *free of charge* from the college Admission Offices. A limited number are available in the school’s Careers Library.

- An excellent source of information is ‘**Career Choice 2011/12** – Oasis Publishing; (an A to Z of Irish Careers plus information on all Third Level courses)

Some points to consider when choosing courses:

- How well will the course suit my **abilities and aptitudes**?
- What **subjects** will I be reading on the course?
- What **options** are available within the course and how do they fit my **career plans**?
- Are there **alternative routes** to the career I want? For example, can I get a degree via Level 6/7 route?

- What are the potential **career prospects** and how have past students achieved on given course?

Every assistance will be given to students in their career choice. Career Guidance classes are provided for all Leaving Certificate students and the Guidance Counsellor is available for individual interview. It is recommended that students make full use of the service by arranging to meet the Guidance Counsellor early in the school year.

ULTIMATELY, APPLICATION FOR COURSES AND CAREER CHOICE IS THE STUDENT'S OWN RESPONSIBILITY.

Application to Britain (UCAS)

A number of students have applied to Third Level courses in Britain. The advisory closing date is *15 January, 2012*, with the exception of applications to Oxford or Cambridge Universities and courses in Medicine, Dentistry, Veterinary Medicine and Veterinary Science which have an earlier closing date of the 15 October, 2011. Last date for clearing applications is *20 September, 2012*. *Clearing* is effectively a procedure for filling remaining vacancies in August.

Students applying to Universities in England, Northern Ireland and Wales are liable to pay tuition fees of up to a maximum of **Stg £9,000** per year(approx). The Scottish Government is to decide on fees by November 2011. A means tested tuition grant is available from awarding bodies in the UK and Northern Ireland to cover some if not all of these fees. Additionally, Irish maintenance grants made under the Higher Education Grants scheme are transferable to the UK and Northern Ireland. Student Loans are also available and are to be repaid when student concerned starts to earn £21,000. For information on Academic/NHS Bursaries etc.. please speak with Mrs. Gilmore.



Past pupils of MCS pictured with Mrs McKenna at University of Ulster's Open Day (Jordanstown)

We would like to extend our warm wishes to Mrs. M. McKenna on her recent retirement and to thank her most sincerely for her unyielding support to Career Guidance in MCS.

Other Application Dates

Post Leaving Certificate (PLC) Courses: these are an important alternative to mainstream Third Level courses. They offer excellent job opportunities as well as

progression to the Institutes of Technology. Applications should reach relevant institutes by *February/March 2012*.

Falite Ireland (www.failteireland.ie) provides training for working in the Hotel and Catering Industry. Courses are offered in Chef, Restaurant service, Hospitality, Reception, Tourism etc.. Recruitment begins in *January* each year. Course duration varies from one to two years, and trainees receive a weekly training allowance together with other generous allowances. For applications, including course details and application forms, contact **Failte Ireland** at Callsave 1850 256 256.

FAS provides a range of training and employment services including apprenticeships, adult training courses, and a job placement service to job seekers. To avail of these services one should begin applying to suitable sponsors early in the *New Year*.

Teagasc *The Agriculture and Food Authority* offer courses for those interested in developing a career in either of the mentioned sectors. Wide varieties of courses exist and interested students should apply in *May 2012*. For further details locally, contact: Teagasc, Coolshannagh, Monaghan. Tel: 047 81188

Higher Education Grants The Higher Education Grants Scheme covers approved degree courses from most Third Level colleges in Ireland, Northern Ireland, UK and certain courses pursued in approved educational institutions within the E.U. For further information, please contact your **Local Authority**.

The aforementioned is merely a snapshot of what will be dealt with in class during the course of the year. Other topics covered will include Study skills, Stress management, Motivation, costs associated with going to third level, writing successful CVs, Interview techniques...

Students are reminded to read the school's Careers Notice Boards for all kinds of career-related information.

Information Days

Open Days are very useful for getting additional information, particularly, first-hand information on course content and college facilities. Attendance at any of these events can be arranged by the school subject to demand. Otherwise, students may make their own arrangements to attend with their parents'/ guardians' permission. *A Calendar of Career Events 2011/12 may be accessed from the following website: www.qualifax.ie.*

Visiting Speakers and Out-of-School Career related Excursions

Out-of-school visits this year have included Higher Options 2011 and the Open Day at Queens University Belfast. We have already had presentations from DCU, University of Ulster, Harper Adams University and seminars on careers in International Hotel Management, Fashion Design and Business Management. Furthermore, exam classes have been afforded the opportunity to enhance their *Study Skills via a workshop* directed by *Student Enrichment Services, Dublin*.



Students attending Study Skills workshop

Imminent visits include a seminar on the multi-faceted area of Engineering conducted by a local Engineering specialist and a workshop for Leaving Certificate students on ‘*Going to College.*’ CAFRE, Dundalk I.T., Letterkenny I.T, NUI Galway, Southern Regional College and North West Regional will also be visiting Monaghan Collegiate School in the near future.



SUBJECT CHOICE FORUM with Form Four Students

I would like to take this opportunity to thank Form Five students for their sterling efforts in conducting this Forum

Further Information:

- College Prospectuses – Free from Admissions Offices [**Essential reading**]
- Career Choice 2011/12 – Oasis Publishing [A to Z of Irish Careers plus information on all Third Level courses]
- Student Yearbook & Career Directory (Textbook) – Duddy & Keane. [**Form Six**]
- Education and Living – Irish Times on Tuesdays
- School Careers Library – Brochures, Booklets, Folders, Videos, DVDs etc...
- Internet Sites such as:
 - Careers <http://www.careersportal.ie>
 - Qualifax <http://kola.dcu.ie/~qualifax/>
 - CAO <http://indigo.ie/~cao>
 - Scoilnet <http://www.scoilnet.ie/>
 - UCAS <http://www.ucas.ie>



Senior School Students attending Careers Convention 2010

Guidance & Counselling in Monaghan Collegiate School

The school Guidance and Counselling service provides for the personal, social, educational and vocational development of students.

While aiming to provide a wide range of professional expertise, the Guidance Counsellor endeavours to give sensitive care and support to students learning to cope with many aspects of their personal development.

The Careers Guidance Department wish all students of the Leaving Certificate class 2011 every well deserved success for the future.

Yours in Guidance,

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