



GRIFFITH COLLEGE



CAO 2018 TOOLKIT

**Everything you need to know
about applying to the CAO**

A helpful guide for students



THE CAO

what you need to know:

What is the CAO?

The Central Applications Office (CAO) is the organisation what looks after processing applications to first year undergraduate courses in third level institutions. You apply for the college courses you want to do via the CAO.

Why is it important for you now?

You should start thinking about applying to the CAO because you can apply now!

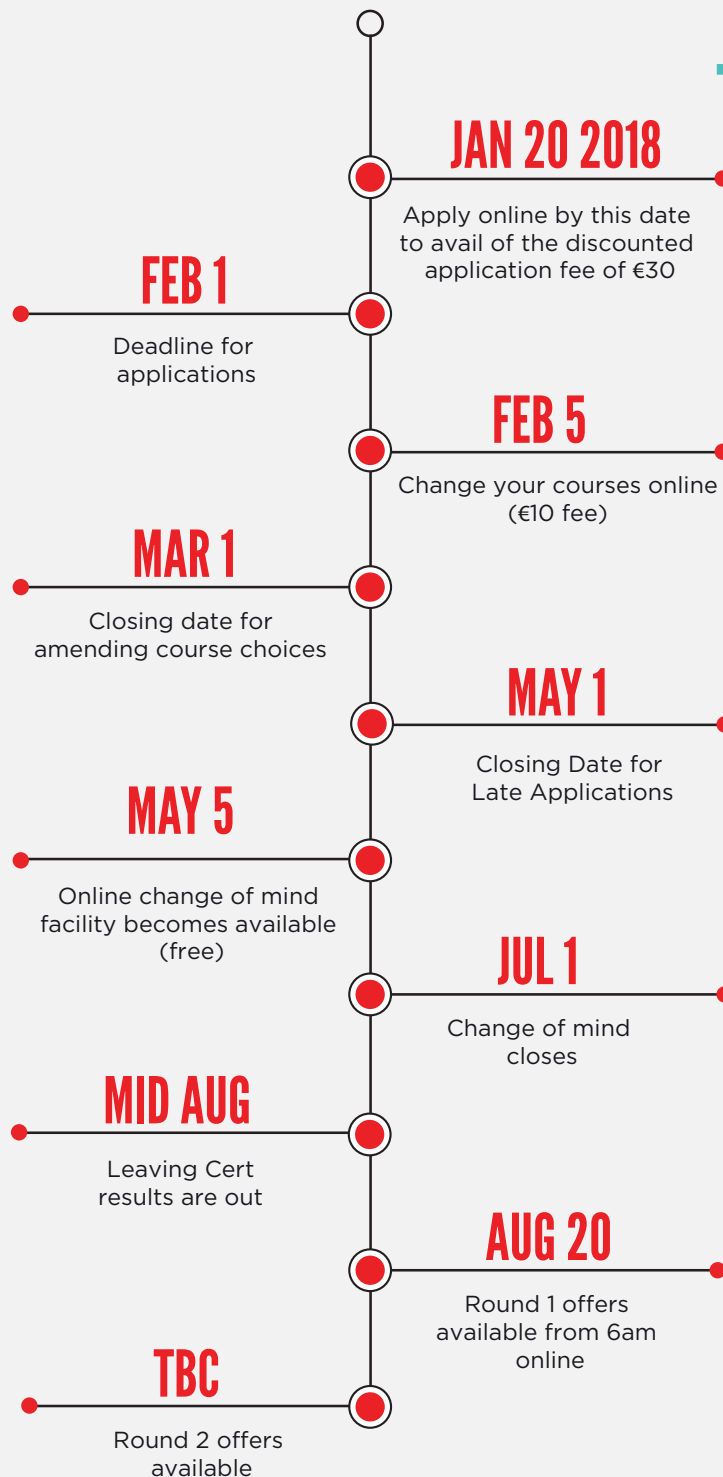
If you apply by 20th January 2018, it costs only €30.

It's a good time to start thinking about your options, do your research and gather your list of courses and colleges in time for the application deadlines (full list of important dates are on the next page).

Get organised and apply, deadlines are coming.



CAO Important Dates



Print off this page and keep it pinned up somewhere safe.

Put the dates into your phone so you get reminders the week and day before!

TOP TIPS

More detailed CAO timetable [here](#).



MY INTERESTS AND TALENTS

Do you like making videos and telling stories, could you work in film or TV?



Take a few minutes to write down your interests and what you're good at.

Organising your thoughts in this way will help you research possible courses and career paths. It'll also help you rule out areas you definitely aren't interested in so you can focus on making the right decisions.

Things I'm interested in:

What would you like to learn more about? Why not make a career out of following your interest!

If you've a passion for fashion, would you like to be a designer...



Things I'm good at in school:

What are you good at in school or outside of school like art, music or sports?

10 TOP TIPS for choosing your courses

Follow these top tips for selecting your list of courses and completing your CAO application.

1 Check the basic entry requirements

Where: On the college prospectus, online on the [CAO website](#) or [Qualifax](#) websites.

2 Dream big - aim for the top

THIS IS *REALLY IMPORTANT*. Put the course you really want to do first. Don't be pessimistic and put down what you think you might get points-wise. Put down what you truly want - there's still time to achieve your dream course.

3 Apply online

Where: CAO website

Why: You are less likely to make a mistake, the course codes are automatically identified. Also it's cheaper!

4 Get help from some fresh eyes

Ask someone to double check that everything is filled in correctly. They'll see things you may have missed.

5 Don't leave it too late to start

Don't wait till the last day to apply, get organised and don't put yourself under any extra stress. Remember technology loves to crash on us when we really need it!

6 Complete all 20 course choices

Pick 10 level 8 courses and 10 level 6 and 7 courses - this gives you real flexibility when it comes to making your final decision next summer.

7 Include a few courses with lower points

If things don't go so well, you have some fall-back options. Hopefully they can help you work toward getting onto the course and career path you do want.

8 Watch the videos

The CAO have created helpful videos with more information about applying and what you can expect over the next few months. Bookmark [this link](#), it'll come in really handy!

9 Save all your application stuff

Keep a record of all your application information and any correspondence with the the CAO.

10 Change of mind

Remember it's OK to change your mind. You can do this between the **5th May** and **1st July** as many times as you want. This is really helpful because you might learn more about a course or college and want to apply there... or you might want to re-prioritise your options and change your application.

Bonus tip:

Learn how to de-stress

You're making some big life decisions right now. So look after yourself!



MY COLLEGE WISHLIST

How would you describe your dream college? Decide what is most important to you by ranking these items below in order of importance.

When you've thought about your wish list and what's most important to you, you'll be able to see which colleges match up best with your needs.

On Campus facilities:

- City centre location
- Local amenities
- Parking on campus
- Campus facilities like a gym, restaurant with Starbucks, TV studio, library
- _____ [blank for your answer]
- Campus size - Big? Small?
- Good transport links
- On-campus accommodation

Student life:

- Strong sense of student community
- Diversity on campus
- Clubs & societies
- Cost and fees / flexible payment plans
- _____ [blank for your answer]
- Small class sizes
- Student Support Services
- Active Student Union
- Alumni network

Getting a quality education:

- Award winning reputation
- Work experience / placements
- Student to Lecturer ratio
- High standards of accreditation
- Industry links
- Lecturers who know you & care about your future
- Variety of postgraduate options
- Graduate success rate/reputation
- Opportunity to study abroad
- Variety of courses and faculties
- _____ [blank for your answer]



Understanding the new 2017 POINTS SYSTEM

Say bye bye to the old system of A's and B's! It's being replaced with higher-level grades from H1 to H8 and ordinary grades from O1 to O8.

2017 will be the first year impacted by the change to the points system. You'll need to get to grips with what this means so you're calculating the points you'll need properly.

Why this is being introduced?

It's hoped that this new system will reduce the number of students who got the CAO points needed for their preferred course but missed out on getting that course because of random selection.

Another positive change is that previously if you got a grade below 40%, you didn't get any CAO points for that subject. With the new system, if you achieve between 30-39% on a higher-level paper you'll be awarded a H7 grade and get 37 points.

This should encourage more students to take higher-level subjects and it reduces the risk of taking higher level examinations.

New 2017 common points scale:

Higher		Ordinary	
Grade	Points	Grade	Points
H1	100		
H2	88		
H3	77		
H4	66		
H5	56	O1	56
H6	46	O2	46
H7	37	O3	37
H8	0	O4	28
		O5	20
		O6	12
		O7	0
		O8	0

Maths Bonus Points

There will still be 25 bonus points awarded for Higher Level maths if you get a H6 grade or above.

Here's a comparison of how points were calculated in 2016 vs the new system you'll be using:

Current (Pre-2017) Grade Scale	% marks	New Grade Scale from 2017	New points at Higher Level	New points at Ordinary Level
A1	90-100	H1/O1	100	56
A2	85-90	H2/O2	88	46
B1	80-85			
B2	75-80	H3/O3	77	37
B3	70-75			
C1	65-70	H4/O4	66	28
C2	60-65			
C3	55-60	H5/O5	56	20
D1	50-55			
D2	45-50	H6/O6	46	12
D3	40-45			
E	25-40	H7/O7	33	0
F	10-25	H8/O8		

New basic matriculation requirements (minimum requirements):

After new Leaving Cert grades were introduced in 2017, there's a change to the minimum requirements needed. In the table below we've included a comparison so you can understand this change:

Previous minimum requirements (minimum grades you needed in the past)	2017 minimum requirements (the minimum grades you need now)
2 higher level C3 grades and 4 ordinary level D3 grades	2 H5 and 4 O6/H7 grades
5 ordinary level D3 grades	5 O6 or H7 grades
3 higher level C3 grades and 3 ordinary D3 grades	3 H5 and 3 O6/H7 grades

NOTE: You'll find the details of the minimum requirements needed for each course on the CAO website and on the college's prospectus or website



Need help doing the sums?
 The CAO have a handy online points calculator which works out the 2017 points and the pre-2017 points:

GRIFFITH COLLEGE

Make friends and enjoy the social life

There's a great sense of community at Griffith College. You'll get to know your way around campus and the surrounding city quickly, and find it easier to make new friends and meet up. No Google Maps needed!

You can join a large selection of clubs and societies, from football and basketball to film and photography, so there's plenty of ways to socialise and get to know your fellow students. With a large international student community, it's a multicultural and fun place to be. Out of over 7,000 students, we're home to **1,400 international students** from **77 countries**.

Griffith College is **Ireland's leading private college** with campuses in Cork, Dublin and Limerick.

Established over

40

years ago, we've a long, proud history of educating some fantastic **award winning graduates**

With over

7,000

students attending our **3 city centre campuses**, Griffith College is a great choice for students seeking a **strong education and a vibrant college life**. With our central locations, you have a wide **variety of amenities and facilities** right on your doorstep



What else Griffith College offers:



Smaller class sizes



Great lecturer to student ratio



On-campus accommodation



Active Student Union



Award winning reputation



On-campus parking



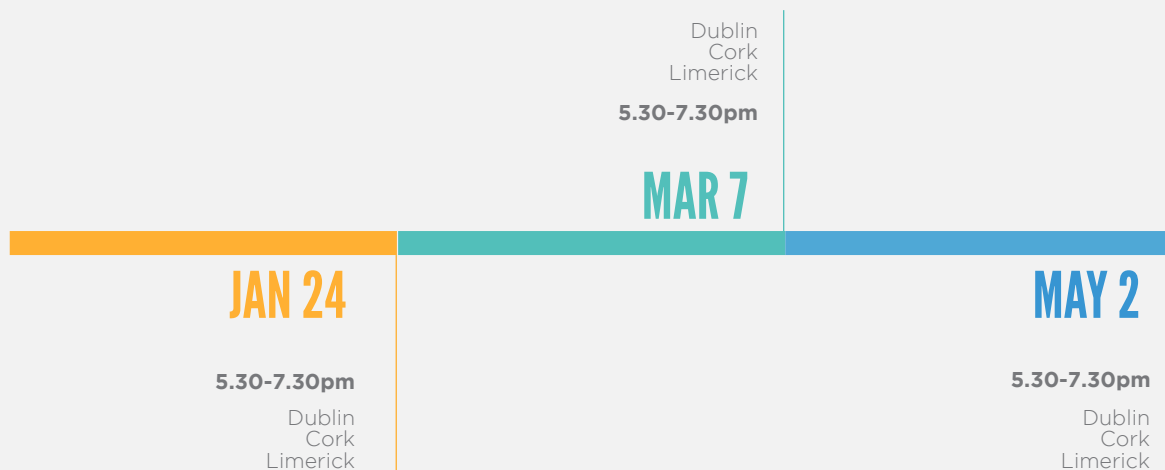
Great facilities like a Starbucks, TV studio, library, gym



Opportunity to study abroad

Come and visit Griffith College! Open days 2018

Here's our list of open days in 2017/18 - pop the dates in your diary now



Click here to register for an open day

Visit the campus, meet lecturers and find out more about the courses you are thinking of applying to. You'll have a chance to meet current students and get a feel for what it's like to study at Griffith College and live in the area.

Student TESTIMONIALS

Griffith has been a great experience for me. Trying to get the balance between work and study as a professional rugby player isn't easy but Griffith College has helped me a lot. What I like is the intimate style of the college and I'm really looking forward to continuing my studies there next year.

**Fergus McFadden,
Irish Rugby International
Graduate of the Diploma in Marketing,
Advertising, PR & Sales**



Studying the Diploma in Interior Design at Griffith College gave me the confidence to take my talents as a designer, and translate them into a successful business.

**Deirdre Hardiman, Diploma in
Interior Design & Winner
of the Dublin City Female
Entrepreneur Award**



Griffith College is not only exam-focused but also looks greatly at developing you as a person, extra-curricular activities are a major part of what Griffith does. Griffith gave me the self-confidence and drive to excel in both my academic studies and professional career"

**Cian O'Dowd,
BA in Business and Law**



The whole learning environment was something I'll never forget. I couldn't recommend Griffith more highly. It equipped me with the knowledge I needed to pursue my dreams."

**Stephen O'Leary,
BA Hons in Journalism
& Visual Media**



Undergraduate faculties at Griffith College:



Design



Engineering



Music &
Multimedia



Law



Journalism & Media
Communications



Computing



Pharmaceutical
Science



Business



The Leinster
School of Music
& Drama



Counselling &
Psychotherapy



Griffith Halls of Residence

Griffith College is delighted to announce it will be setting aside accommodation in its Halls of Residence (GHR) specifically for new first year CAO students enrolling for September 2018. The scheme has been put in place in light of the current rental and accommodation in the Greater Dublin area.

The rooms will be available on a first-come, first served basis for CAO students enrolling with Griffith at its Dublin campus for autumn 2018.

The Halls of Residence holds 664 beds and is located on Griffith's South Circular Road campus a short walk from the city centre and provide comfortable, modern accommodation with 24 hour security for residents. To find out more about GHR, visit www.ghr.ie.

Griffith College Blog

We'll help you stay up to date with everything you need to know about CAO. Click on the blogs below to get you started:

**6 TIPS TO BEAT
EXAM STRESS**

**5 STEPS TO TAKE CONTROL
OF YOUR LEAVING CERT**

**LEAVING CERT REVISION
TIPS - IT ALL ADDS UP**

**IT'S THE FINAL COUNTDOWN:
LEAVING CERT EDITION**

**6 REASONS TO ATTEND A
COLLEGE OPEN DAY**

**DO YOU WANT A BIG FUTURE
FROM A SMALL COLLEGE?**

**YOUR GUIDE FOR
AVAILABLE PLACES**



Useful SOURCES

Need more information?

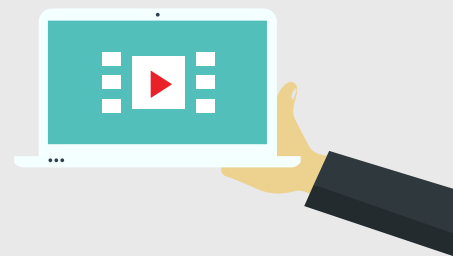
Here's a list of important sources you'll need over the next year:

Bookmark this site as you'll be visiting it several times over the next few months!

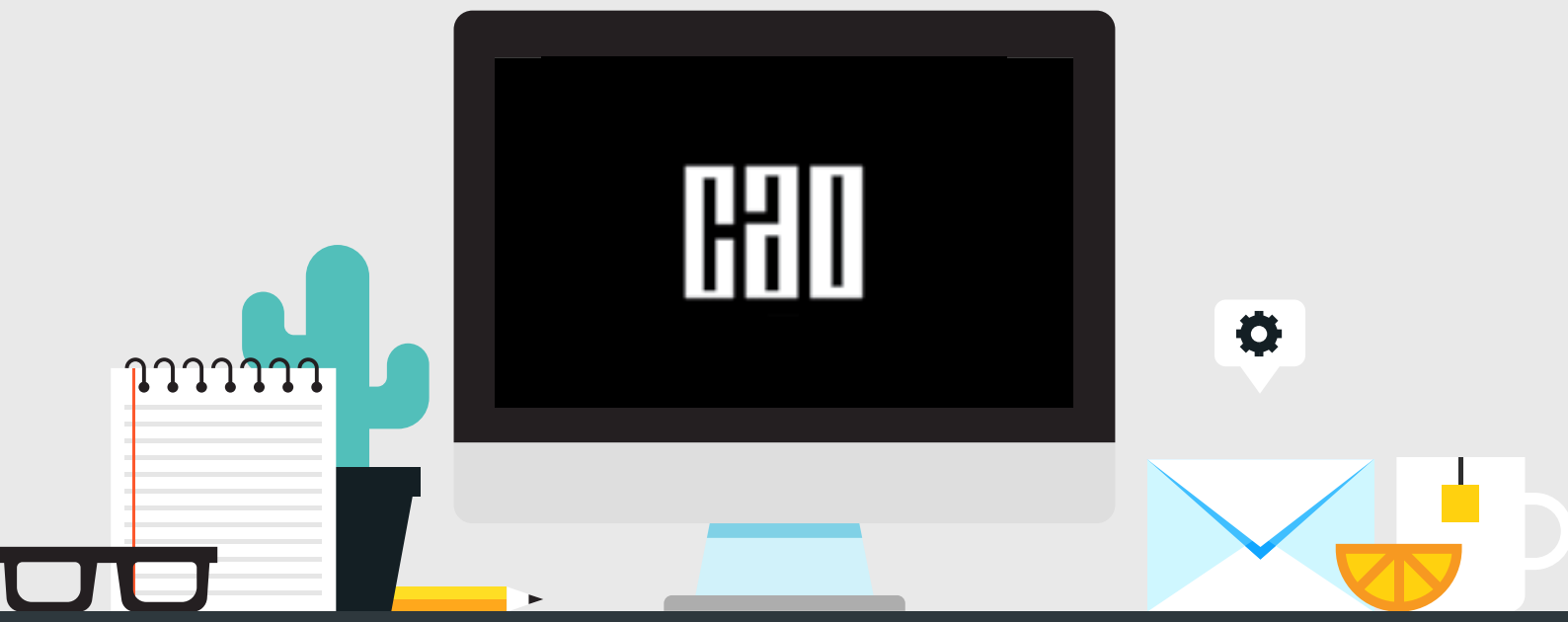
CAO website



Key dates



CAO video guides





GRIFFITH COLLEGE