



Coláiste Achadh an Iúir Virginia, Co. Cavan

4th February 2022,

Dear Student

Candidate Self Service Portal for LC 2022

The portal will open at 12 noon on Thursday 3 February for candidates to confirm their subject entries and levels. It will remain open for this purpose until 12 noon on Friday 11 February.

During this time Leaving Certificate candidates will be required to register and create their portal account, confirm their subject and level entry details, and add or delete subjects from the records presented to them. Leaving Certificate Applied Year 2 candidates will be required to register and create their account only.

N.B. Candidates will not be able to add additional subjects after the portal closes on 11 February.

Candidates are advised to select the level at which they are currently studying each subject. Candidates will be asked to confirm their levels at a later date and will be permitted to change their levels in the written examinations on the day of the examination, as in previous years.

Access to the Portal

Leaving Certificate candidates can access the portal at www.examinations.ie from Thursday 3 February at 12 noon. A [CSSP Before You Start Guide 2022](#) will be provided which candidates should read before commencing the process. To access the portal, candidates will need the following:

- their examination number (These were provided by Mr Hynes before Christmas)
- Personal Identification Number (PIN). The PIN will be the first 4 digits of the candidate's Personal Public Services Number (PPS number)
- an email address and mobile phone number to which the candidate will have regular access to over the coming months. It is not advisable to use your school email address for this purpose.

Principal: Niall M. Lynch

Web: www.virginiacollege.ie

Bord Oideachais agus Oilíú an Chabháin agus Mhuineacháin

Deputy Principal: Seamus Greene

Email: info@virginiacollege.ie

Deputy Principal: Kaye Duffy

Telephone: (049) 8547050

Cavan and Monaghan Education and Training Board



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Examination Fees 2022

- The Minister for Education has decided that there will be no fees levied for the 2022 examinations; Leaving Certificate, Leaving Certificate Applied or Junior Cycle.

If you have any difficulty registering on the Portal then please let Mr Flood or Mr Hynes know as soon as possible before Friday 11th February and we will endeavour to help.

Kind regards,

Principal

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