

Guide for applying to NUI for an exemption from Irish and/or a Third Language



Ollscoil na hÉireann
National University of Ireland
The Registrar,
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Dublin 2, D02 V583, Ireland
Phone +353 1 439 2424
exemptions@nui.ie
www.nui.ie @NUI MerrionSq

Before completing the form:

To apply to the NUI for a language exemption (Irish and/or Third Language), you need to submit a completed Exemption Application Form and other relevant material. NUI strongly advises that you read the following two documents: NUI booklet ‘Matriculation Regulations: Minimum Academic Entry and Registration Requirements’ (www.nui.ie/college/entry-requirements.asp). Hard copies are also available by contacting NUI. NUI’s Data Protection policy (www.nui.ie/about/data-protection.asp). NUI has a legal obligation to set matriculation requirements on behalf of NUI universities and colleges. By submitting the exemption application form, a candidate is consenting to NUI processing their personal data and sharing the exemption decision with CAO.

Completing the form:

- There are seven sections in the Exemption Application Form.
- All applicants are required to complete **Section A** and **one** other section of the form.
- See below to find out which **one** of the other sections is relevant to you.
- Complete the two sections that are relevant to you and send them to us along with the required supporting documentation (this will depend on the section, see below for details).

Section B should be accompanied by a copy of your birth certificate.

Section B – for exemption from Irish only (Birth outside of Ireland)

This section applies to candidates born outside the Republic of Ireland (26 counties) but who are living and being educated in the Republic.

Section C should be signed by the principal of your school.

Section C – for exemption from Irish only (Educated outside of Ireland)

For candidates born in the Republic of Ireland (26 counties) but whose primary education up to the age of 12 was outside of the Republic **or** who have spent at least three continuous years outside the Republic (primary and post-primary education combined).

Section D should be signed by the principal of your current school and accompanied by a copy of your DES Certificate and a copy of the relevant professional psychologist’s report.

Section D – for exemption from Irish and/or Third Language (SLD – DES Cert)

This section applies to candidates who have been exempted from the study of Irish because of a Specific Learning Disability (SLD) affecting basic language skills and have a Department of Education and Skills Certificate of Exemption from the Study of Irish.

Section E should be signed by the principal of your school and accompanied by an NUI Professional Psychologist’s Certification Form and a copy of the professional psychologist’s report.

Section E – for exemption from Irish and/or Third Language (SLD – no Cert)

This section applies to candidates who have a Specific Learning Disability (SLD) affecting basic language skills but have not been granted an exemption from the study of Irish by the Department of Education and Skills.

Section F should be signed by the principal of your school and accompanied by a copy of the relevant professional’s report.

Section F – for exemption from Irish and/or Third Language (Other Disability)

For candidates with hearing or other disabilities.

Section G should be accompanied by a copy of a professional psychologist’s report.

Section G – for exemption from Third Language (SLD – Education in the UK)

For candidates presenting A/AS level and GCSE results for matriculation and seeking exemption from the Third language requirement on the basis of a specific learning difficulty.

Application for Matriculation Registration Exemption (School Record Form)



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All applicants must complete Section A.

Please write in block capitals.
Email us at the address above if any of your contact details change.

Your email address may be used to contact you in relation to this application, please provide one that is regularly monitored.

*If CAO number is unknown, please state year of CAO application.

(If different.)

Section A – Personal Details

Surname _____

First name(s) _____

Address _____

Date of birth

D	D	M	M	Y	Y	Y	Y
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Phone/Mobile

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Email _____

CAO number*

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Year of CAO application

Y	Y	Y	Y
---	---	---	---

Year of Leaving Cert

Y	Y	Y	Y
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Studying Irish

Did you present Irish at Junior Certificate?

No Yes *Level taken* _____ *Grade obtained* _____

Studying a Third Language

Did you present a Third Language at Junior Certificate?

No Yes *Level taken* _____ *Grade obtained* _____

Did you present a Third Language in any State Examination other than Irish Junior Cert (e.g. GCSE)

No Yes

Examination taken _____ *Year*

Y	Y	Y	Y
---	---	---	---

Grade obtained _____

Leaving Certificate Subjects

Please list your Leaving Certificate Subjects indicating level taken

1. _____	<input type="checkbox"/> H <input type="checkbox"/> O	5. _____	<input type="checkbox"/> H <input type="checkbox"/> O
2. _____	<input type="checkbox"/> H <input type="checkbox"/> O	6. _____	<input type="checkbox"/> H <input type="checkbox"/> O
3. _____	<input type="checkbox"/> H <input type="checkbox"/> O	7. _____	<input type="checkbox"/> H <input type="checkbox"/> O
4. _____	<input type="checkbox"/> H <input type="checkbox"/> O	8. _____	<input type="checkbox"/> H <input type="checkbox"/> O

I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of Applicant _____

Date of signature _____

D	D	M	M	Y	Y	Y	Y
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Data Protection

NUI processes all personal data transparently and lawfully.

NUI shares exemption decisions with CAO. NUI does not share any other personal student information related to matriculation.

Please refer to NUI's general Data Protection Policy, available at www.nui.ie

You must present at least six subjects for NUI Matriculation.

Applicants studying in the UK should leave this table blank and provide A-level and/or GCSE grades in Section G.

The Leaving Certificate Vocational Programme (LCVP) is not accepted as a subject for matriculation

Section B – Exemption from Irish only (Born outside Ireland)

If you were born outside of Ireland, complete Sections A and B and return with a copy of your birth certificate. You do not need to have the principal of your school complete any declarations.

For candidates born outside the Republic of Ireland (but who are living in the Republic of Ireland).

- Candidates born outside the Republic of Ireland (26 counties), and who are being educated within the Republic of Ireland, must complete Sections A and B of the Exemption Application Form and send this to NUI with a copy of their birth certificate for verification. **(Those born in NI or Great Britain, who are presenting GCSEs and who do not have a Republic of Ireland address do not need to apply as exemptions are granted automatically.)**

Exemption under this regulation can be granted **only** from Irish.

- I enclose a copy of my birth certificate.
- I intend to present Irish as a Leaving Certificate subject to fulfil the requirement to present a language other than English.

Section C – Exemption from Irish only (Educated outside Ireland)

If you have had three or more years of education (primary and post-primary combined), complete Sections A and C and have the principal of your school sign the declaration below.

For candidates born in the Republic of Ireland (26 counties) but:

- whose primary education up to the age of twelve years was outside the Republic of Ireland (26 counties); **or**
- who, in the course of their primary and post-primary education combined, spent at least three continuous years outside the Republic of Ireland (26 counties).

Exemption under this regulation can be granted **only** from Irish.

Attendance at primary school

Name(s) of primary school(s) attended	Years of attendance										
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">to</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> </tr> </table>	Y	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	Y	to	Y	Y	Y	Y		
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">to</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> </tr> </table>	Y	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	Y	to	Y	Y	Y	Y		

Attendance at post-primary school

Name(s) of post-primary school(s) attended	Years of attendance										
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">to</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> </tr> </table>	Y	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	Y	to	Y	Y	Y	Y		
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">to</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> <td style="width: 20px; height: 20px; text-align: center;">Y</td> </tr> </table>	Y	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	Y	to	Y	Y	Y	Y		

Number of years, if any, that you studied Irish at primary school

Declaration by School Principal

Please have the principal of your school sign this declaration.

This is to certify that (name of student) _____

in the course of their primary and post-primary education combined, spent at least three continuous years outside the Republic of Ireland (26 counties)

School name _____

School address _____

School phone

I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of School Principal _____

Date of signature

D	D	M	M	Y	Y	Y	Y
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Data Protection

NUI processes all personal data transparently and lawfully.

NUI shares exemption decisions with CAO. NUI does not share any other personal student information related to matriculation.

Please refer to NUI's general Data Protection Policy, available at www.nui.ie

Before completing this section, candidates should read Sections 5 and 6 of the booklet 'NUI Matriculation Regulations' regarding the Irish and Third Language requirements.

Section D – Exemption from Irish and/or Third Language (SLD - DES Cert)

Department of Education and Skills Certificate 	The NUI Professional Psychologist's Certificate 
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For candidates submitting a Certificate of Exemption from **the study of Irish** in accordance with Department of Education and Skills (DES) *Exemption from the Study of Irish: Revising Circular M10/94 (Circular letter 0053/2019)*.

Exemptions(s) for which you wish to apply

Irish and Third Language
 Irish only
 Third Language only

Attendance at primary school

Name(s) of primary school(s) attended	Years of attendance
_____	Y Y Y Y to Y Y Y Y
_____	Y Y Y Y to Y Y Y Y

Attendance at post-primary school

Name(s) of post-primary school(s) attended	Years of attendance
_____	Y Y Y Y to Y Y Y Y
_____	Y Y Y Y to Y Y Y Y

Number of years, if any, that you studied Irish at primary school | |

Number of years, if any, that you studied Irish at post-primary school | |

Number of years, if any, that you studied a Third Language at post-primary school | |

I have been granted an exemption from the study of Irish by the Department of Education and Skills.

Application made under this regulation should be accompanied by:

- a copy of the Department of Education and Skills Certificate of Exemption
- AND, if relevant:**
- a rationale for presenting another language while seeking exemption from Irish.*

Declaration by School Principal

School name _____

School address _____

School phone

I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of School Principal _____

Date of signature _____

D	D	M	M	Y	Y	Y	Y
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* Where a candidate intends to present another language (apart from English) as a Leaving Certificate subject, the rationale for presenting the other language, while seeking exemption from Irish on the basis of a learning disability affecting language skills, must be set out clearly and accompany this application.

Please have this declaration signed by the principal of your current school.

Before completing this section, candidates should read Sections 5 and 6 of the booklet 'NUI Matriculation Regulations' regarding the Irish and Third Language requirements.

Section E – Exemption from Irish and/or Third Language (SLD – No DES Cert)

Department of Education and Skills Certificate <div style="float: right; border: 1px solid black; padding: 2px; font-size: 2em;">X</div>	The NUI Professional Psychologist's Certificate <div style="float: right; border: 1px solid black; padding: 2px; font-size: 2em;">✓</div>
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Candidates who have not received a Department of Education and Skills (DES) Certificate of Exemption but who are certified by a professional psychologist as having a Specific Learning Disability affecting basic language skills in the mother tongue (viz. a dyslexic condition warranting exemption).

Exemptions(s) for which you wish to apply

Irish and Third Language
 Irish only
 Third Language only

Attendance at primary school

Name(s) of primary school(s) attended	Years of attendance									
_____	<table border="1" style="display: inline-table;"> <tr> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> <td style="text-align: center;">to</td> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	to	Y	Y	Y	Y		
_____	<table border="1" style="display: inline-table;"> <tr> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> <td style="text-align: center;">to</td> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	to	Y	Y	Y	Y		

Attendance at post-primary school

Name(s) of post-primary school(s) attended	Years of attendance									
_____	<table border="1" style="display: inline-table;"> <tr> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> <td style="text-align: center;">to</td> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	to	Y	Y	Y	Y		
_____	<table border="1" style="display: inline-table;"> <tr> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> <td style="text-align: center;">to</td> <td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	Y	Y	Y	Y	to	Y	Y	Y	Y
Y	Y	Y	Y	to	Y	Y	Y	Y		

Number of years, if any, that you studied Irish at primary school | |

Number of years, if any, that you studied Irish at post-primary school | |

Number of years, if any, that you studied a Third Language at post-primary school | |

Data Protection

NUI processes all personal data transparently and lawfully.

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* Where the candidate intends to present another language (apart from English) as a Leaving Certificate subject, the rationale for presenting the other language, while seeking exemption from Irish on the basis of a learning disability affecting language skills, must be set out clearly and accompany the application for exemption.

Please have this declaration signed by the principal of your current school.

I have been certified as having a Specific Learning Disability affecting language skills.

Application made under this regulation should be accompanied by:

a copy of a professional psychologist's report **AND**
 a copy of the NUI Certification Form signed by a professional psychologist (available from NUI)

AND, if relevant:

a rationale for presenting another language while seeking exception from Irish.*

Declaration by School Principal

School name _____

School address _____

School phone

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I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of School Principal _____

Date of signature

D	D																		
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Before completing this section, candidates should read Section 8 of the booklet 'NUI Matriculation Regulations'.

Section F – Exemption from Irish and/or Third Language (Other Disability)

This section is for candidates with hearing or other disabilities. Some candidates may have a Department of Education and Skills (DES) Certificate of Exemption, which the NUI will recognise. If you do not have a DES Certificate of Exemption, you may use other documentation to support your application for an exemption for matriculation purposes.

Exemptions(s) for which you wish to apply

Irish and Third Language

Irish only

Third Language only

I have been certified as having a serious hearing impairment.

Application made under this regulation should be accompanied by:

a copy of a report from a relevant professional

a copy of the Department of Education and Skills Certificate of Exemption (only if you have one)

I have been certified as having a serious disability affecting my school work.

Application made under this regulation should be accompanied by:

a copy of a report from a relevant professional

a copy of the Department of Education and Skills Certificate of Exemption (only if you have one)

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Please refer to NUI's general Data Protection Policy, available at www.nui.ie

Declaration by School Principal

School name _____

School address _____

School phone _____

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I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of School Principal _____

Date of signature _____

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Please have this declaration signed by the principal of your current school.

Before completing this section, candidates should read Section 6 of the booklet 'NUI Matriculation Regulations' regarding the Third Language requirement.

Section G – Exemption from Third Language (SLD – Education in the UK)

This section is for candidates who are presenting A/AS Level and GCSE results for matriculation and seeking exemption from the Third Language requirement on the basis of a Specific Learning Disability (SLD) affecting basic language skills (viz. a dyslexic condition warranting exemption).

GCSE Results

Please list your GCSE subjects and the grade achieved.

Subject	Grade	Subject	Grade
1. _____	_____	6. _____	_____
2. _____	_____	7. _____	_____
3. _____	_____	8. _____	_____
4. _____	_____	9. _____	_____
5. _____	_____	10. _____	_____

A/AS Level Subjects Results

Please list your A/AS Level subjects and the grades achieved.

Subject	Grade	Subject	Grade
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____

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NUI shares exemption decisions with CAO. NUI does not share any other personal student information related to matriculation.

Please refer to NUI's general Data Protection Policy, available at www.nui.ie

I have been certified as having a Specific Learning Disability affecting language learning.

Application made under this regulation should be accompanied by:

a copy of a report from a relevant professional

Please have this declaration signed by the principal of your current school.

Declaration by School Principal

School name _____

School address _____

School phone (+ 44) _____

I confirm that, to the best of my knowledge, the information given in this application is correct.

Signature of School Principal _____

Date of signature _____

D	D	M	M	Y	Y	Y	Y
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