

DISABILITY ACCESS ROUTE TO EDUCATION

2016

APPLICATION

GUIDE

DARE
APPLICATION
ADVICE CLINICS

Nationwide Saturday
16 January 2016

See www.accesscollege.ie
for locations and times



www.accesscollege.ie



www.facebook.com/accesscollege



DARE AND HEAR

SATURDAY
16 JANUARY
2016

APPLICATION

ADVICE CLINICS

Talk to **DARE** and **HEAR**
advisors about your application

VENUES **NATIONWIDE**

CORK University College Cork, Devere Hall, Student Centre

DONEGAL Villa Rose Hotel, Ballybofey, Co. Donegal

DUBLIN Dublin Institute of Technology, Courtyard Café,
DIT Aungier Street, D2

GALWAY NUI Galway, Bailey Allen Hall

KILDARE Maynooth University, The Phoenix

KILKENNY Maynooth University, Kilkenny Campus

LIMERICK University of Limerick, Kemmy Business School

MIDLANDS Athlone Institute of Technology, Coffee Dock,
Main Building, Dublin Road, Athlone

MONAGHAN Glencarn Hotel, Castleblaney

SLIGO The Glasshouse Hotel, Sligo

**ADDITIONAL
CLINICS**

KERRY Fels Point Hotel, Tralee, Co. Kerry,
21 January 2016, Time: 7pm-9pm

WATERFORD Woodlands Hotel,
Dunmore Road, Waterford
19 January 2016, Time: 7pm-9pm

WEXFORD Ferrycarrig Hotel, Enniscorthy
14 January 2016, Time: 2pm-7.30pm

Full details and directions
to all venues on

www.accesscollege.ie



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Higher Education Access Route (HEAR)

HEAR is a third level alternative admissions scheme which offers places on reduced points and extra college support to school leavers from socio-economically disadvantaged backgrounds who are resident in the Republic of Ireland.

You should apply to both HEAR and DARE if they are relevant to you. Applicants who apply and are deemed eligible for both DARE and HEAR will be prioritised by the participating colleges and universities when offering their reduced points places.

For more information on HEAR see www.accesscollege.ie.

Better Options

Supported by DAWN and AHEAD, Better Options is a one day event for students with disabilities thinking of going to college. Universities, Institutes of Technology and Colleges of Further Education will provide information on courses and will be on hand to discuss supports in third level.

Better Options will take place on Thursday 26th November at Dublin Institute of Technology, Grangegorman Campus, Dublin 7. See www.ahead.ie/betteroptions for details.

Student Universal Support Ireland (SUSI)

For detailed information on financial support and student grants when applying to third level, log on to www.susi.ie.

- Use the **Grant Eligibility Reckoner** to help you determine if you meet SUSI's criteria to receive student grant funding.
- Apply early and return requested documentation as soon as possible.

Information on other types of assistance available to students studying in third level is available at www.studentfinance.ie.



Introduction to DARE

What is DARE?

DARE is a third level alternative admissions scheme for school-leavers whose disabilities have had a negative impact on their second level education.

DARE offers reduced points places to school leavers who as a result of having a disability have experienced additional educational challenges in second level education.

Who can apply to DARE?

DARE is for school leavers with a disability under the age of 23 as of 1 January 2016, who have been educationally impacted as a result of that disability. Applicants to DARE can present with an Irish Leaving Certificate, A-Levels and other EU qualifications.

Mature students and students applying on the basis of Further Education and Training (FET) results have different admission routes. You can get further information on these routes from college and university websites.

What types of disabilities does DARE consider?

- Attention Deficit Disorder (ADD) / Attention Deficit Hyperactivity Disorder (ADHD)
- Autistic Spectrum Disorder (including Asperger's Syndrome)
- Blind / Vision Impaired
- Deaf / Hard of Hearing
- Developmental Co-ordination Disorder (DCD) – Dyspraxia / Dysgraphia
- Mental Health Condition
- Neurological Condition (including Brain Injury and Epilepsy)
- Speech and Language Communication Disorder
- Significant On-going Illness
- Physical Disability
- Specific Learning Difficulty (including Dyslexia & Dyscalculia)

What are the benefits of making a DARE application?

If you apply to DARE and meet the application criteria (that is, are deemed eligible for DARE) you may be offered a place even if you do not have enough Leaving Certificate points for your preferred course. Each participating college and university has a reserved number of places to offer eligible DARE applicants at lower or reduced Leaving Certificate points.

Colleges that take part in DARE:

- Athlone Institute of Technology
- Church of Ireland College of Education
- Cork Institute of Technology
- Dublin City University
- Dublin Institute of Technology
- Institute of Technology, Sligo
- Marino Institute of Education
- Mary Immaculate College, Limerick
- Maynooth University
- National College of Ireland
- NUI Galway
- Pontifical University, Maynooth
- Royal College of Surgeons in Ireland
- St. Angela's College, Sligo
- Trinity College Dublin
- University College Cork
- University College Dublin
- University of Limerick



Reduced Points Places

An example of a reduced points offer is that the Leaving Certificate points for a particular course is 360 points. An eligible DARE applicant could be offered a place with a lower points score, e.g. 350 points. This applicant would also, like all other applicants applying to college, need to meet the **minimum entry requirements and any specific programme requirements** before being considered for a DARE reduced points offer. The reduction in points for DARE places can vary every year.

The amount of points a particular course is reduced by is dependent on a number of factors, such as

- The overall number of places on the course
- The number of reserved DARE places on the course
- The number of DARE eligible applicants competing for these reserved places.

Prioritisation of Reduced Points Places

Prioritisation of Applicants Eligible for both DARE & HEAR

Research has shown that students with disabilities from disadvantaged backgrounds face the greatest obstacles when it comes to progression to higher education. In order to increase the numbers of students facing this 'double disadvantage', colleges participating in DARE and HEAR have agreed to prioritise this group when allocating reduced points places.

Prioritisation of Eligible DARE Applicants with a Physical or Sensory Disability

Research has identified that students with physical and sensory disabilities are particularly under-represented in higher education in Ireland relative to all students with disabilities. In order to increase the numbers of DARE students with physical and sensory disabilities being admitted to higher education, the DARE colleges have agreed to prioritise these two groups when allocating reduced points places.

You don't have to be eligible for DARE to get support in college. All students with a verified disability, regardless of whether they come through DARE or not, can avail of a variety of academic, personal and social supports while studying at third level. Further information on the support available in college can be found at www.accesscollege.ie

Language Waivers and Fitness to Practise

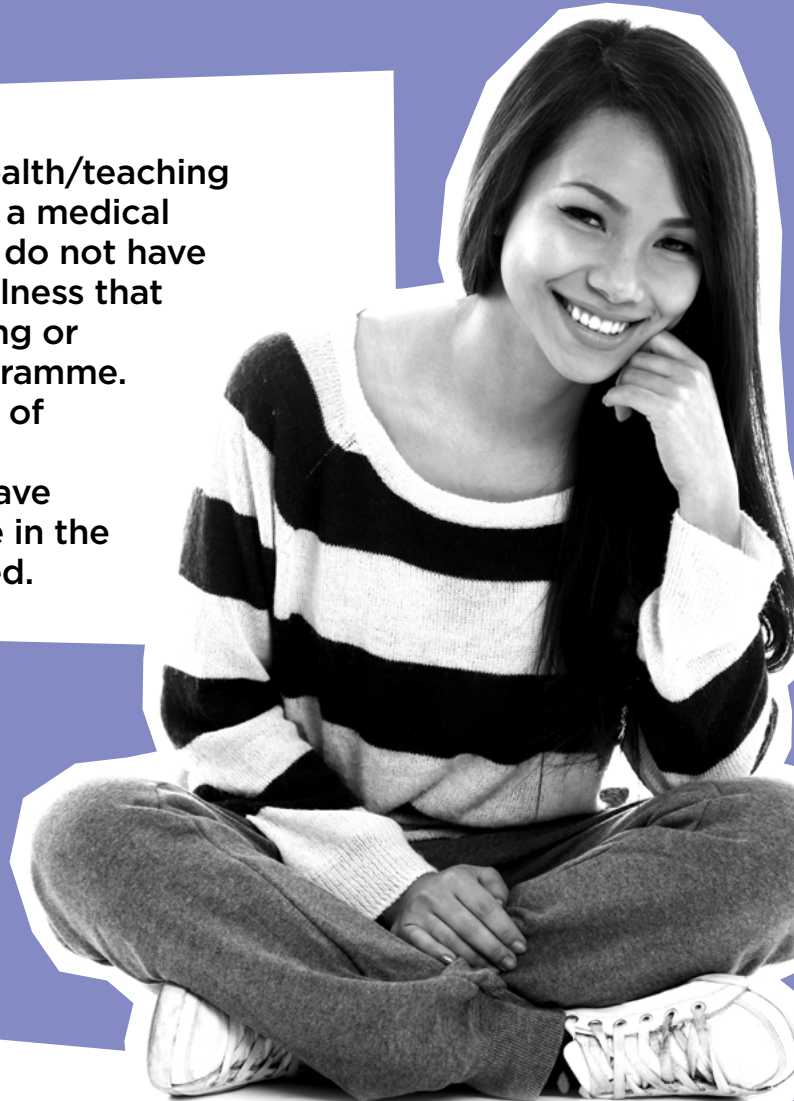
Language Waivers

Applying to DARE and applying for a language waiver are two separate processes. Therefore DARE applicants who require a language waiver but haven't yet applied for one need to apply to the relevant authorities (e.g. National University of Ireland, Trinity College Dublin, University of Limerick, etc.). Further information on applying for language waivers is available on the Frequently Asked Questions section of www.accesscollege.ie.

If there is a language requirement in the specific programme requirements for your chosen course, you must have that language.

Fitness to Practise

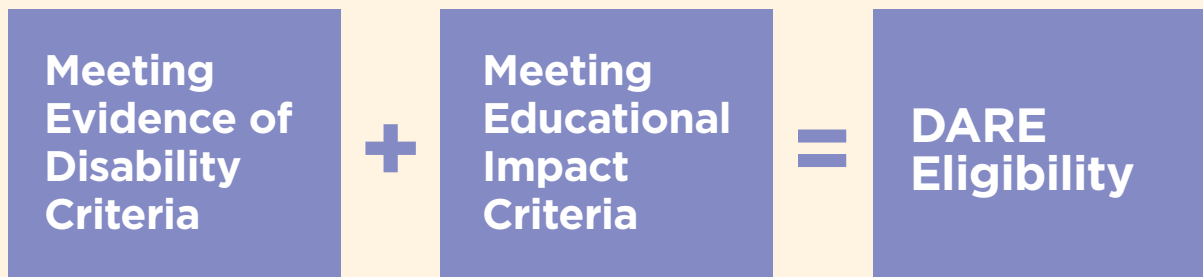
Students on most professional health/teaching courses are required to complete a medical declaration form confirming they do not have a disability/significant on-going illness that may delay or prevent them starting or completing the professional programme. If you are applying for these type of courses it is useful to discuss any questions or concerns you may have with the Disability/Access Service in the college in which you are interested.



Is DARE for me?

If you have one or more of the disabilities listed on page 3 and your disability has had a negative impact on your second level education, then you should apply to DARE.

To be eligible for DARE you must meet **both** the DARE evidence of disability criteria and DARE educational impact criteria.



Applicants must provide the required evidence of their disability and provide an Educational Impact Statement from their school to be considered for DARE.

Meeting DARE's Evidence of Disability Criteria

Please see pages 19-22 of this guide to view what documentation you are required to submit.

Detailed information on the evidence of disability criteria which is used to assess your evidence of disability documentation is available on www.accesscollege.ie.

Meeting DARE's Educational Impact Criteria

In order to meet DARE's educational impact criteria, **applicants must meet the correct combination of two of the following indicators of educational impact:**

<p>1. Learning and Exam Results</p>	<ul style="list-style-type: none"> • Has your disability caused you to experience additional challenges compared with your classmates in completing homework, studying for exams, participating in class or in accessing the curriculum? OR • If onset (or deterioration) of your condition occurred while you were attending secondary school, has this impacted on your exam results? OR • Do you attend a supported or specialised school e.g. school for the deaf?
<p>2. Attendance and Disruption</p>	<ul style="list-style-type: none"> • Have you missed a significant number of days in secondary school due to your disability? OR • Have you missed a significant number of classes or been unable to complete full school days? This may be due to, for example, personal care needs, appointments for learning support, fatigue or your condition means that you need to take breaks from classes. OR • Is there any other type of significant disruption to your school experience, such as having to repeat a school year due to the impact of your disability?
<p>3. School Experience and Well-being</p>	<ul style="list-style-type: none"> • Has your potential to participate in extra-curricular or social activity been constrained as a result of your disability or condition? OR • Have you at any stage during your time in second level required and received support due to the emotional impact of your disability or condition?
<p>4. Intervention and Supports</p>	<ul style="list-style-type: none"> • Have you received additional support in school due to the impact of your disability? OR • Have you been granted exam accommodations for the leaving certificate?
<p>5. Time Issues</p>	<ul style="list-style-type: none"> • Does it take considerably longer for you to complete school work or study in comparison to your classmates due to the impact of your disability? OR • Do you have less time than your classmates to dedicate to study or homework due to managing your condition?
<p>6. Other Educational Impact</p>	<ul style="list-style-type: none"> • Is there another educational impact related to your disability that has not been covered under any of the previous sections above?
<p>7. Specific Learning Difficulty Attainment Scores</p>	<ul style="list-style-type: none"> • Do you have a Psycho-Educational Assessment report showing two literacy or two numeracy scores at or below the 10th percentile?

Applicants with a **Specific Learning Difficulty** must meet **indicator 7 plus one other indicator** to meet the DARE educational impact criteria.

All other applicants must meet any combination of **two indicators from indicators 1 to 6** to meet the DARE educational impact criteria.

How do I apply to DARE?

Applicants applying for DARE must:

1. Be under the age of 23 as of 1 January 2016.
2. Apply to CAO by 17:15 on 1 February 2016.
3. No later than 17:15 on 1 March 2016, disclose your disability and/or specific learning difficulty in your CAO application and fully and correctly complete Section A of the Supplementary Information Form (SIF). To apply to DARE, **you must answer YES to question 1 ('do you wish to be considered for DARE?') on Section A of the fully completed SIF by 17:15 on 1 March 2016.**
4. Download Section B, (Educational Impact Statement), complete the applicant statement section and have the school statement completed by your school and returned to CAO to arrive by 17:15 on 1 April 2016.
5. Download Section C (Evidence of Disability), have it completed by the appropriate medical professional (only if you do not already have a report verifying your disability) and returned to CAO to arrive by 17:15 on 1 April 2016. In place of Section C, applicants with a specific learning difficulty or DCD (Dyspraxia or Dysgraphia) are asked to provide a full psycho-educational assessment completed by an appropriately qualified psychologist. In addition, applicants with DCD (Dyspraxia or Dysgraphia) must provide documentation from an occupational therapist, neurologist or physiotherapist. See page 21 for details on the type of evidence required by DARE.

Get assistance from your parents/guardians and use this guide to help you answer all relevant questions on your online DARE application.

SECTION A

Applicant Information

Section A is filled out by you, the applicant, and asks for information on your disability, the supports you received in second level and how your disability impacted on your education. Section A must be completed **by 1 March 2016**.

DARE Terms and Conditions

To be considered for DARE you must agree to the DARE terms and conditions below:

- I have read, understood and will comply with the rules of application as detailed in the DARE Application Guide.
- I certify that the information I have supplied in my DARE application is correct.
- I understand that it is my responsibility to ensure that my application is submitted complete, correct and on time.
- I understand that only:
 - Information provided on my DARE application form by 1 March 2016 and
 - Documentation received by the CAO by 1 April 2016 will be considered when determining the outcome of my DARE application.
- I understand that my application will be assessed on the basis of the information which I supply. Neither the CAO nor the colleges and universities will accept any responsibility for any loss or hardship arising from failure to supply correct and complete information at the appropriate time.
- I understand that any of the information supplied as part of my DARE application is subject to verification. Where I am found to have given false declaration, I understand that I will be ineligible for DARE.
- I understand that the colleges and universities participating in DARE reserve the right not to consider my application and cancel any offers of places in cases where requested information has not been provided or where falsifying or misleading information has been supplied.
- I agree that my supporting documents may be reviewed by independent experts and that they will be treated confidentially.
- I understand that if I am offered a DARE place a condition of this offer is that I must register with the Disability Service and agree on a schedule of meetings with the service.
- I understand that some details of my application will be used for research purposes, but that these details will always be anonymised and none of my personal data will be identified.

Question 1: Do you wish to be considered for DARE?

This question is very important as you must tick **Yes** and click the **Submit** Button **before 1 March 2016** to be considered for DARE.

Supplementary Admissions Routes

Q.1 Do you wish to be considered for DARE? Yes No

To be eligible for DARE, your disability must have had a negative impact on your second level education. For further information on DARE Eligibility Criteria please see www.accesscollege.ie.

By 17:15 on 1 March 2016

You must complete Section A of the Supplementary Information Form and indicate your wish to be considered for DARE.

By 1 April 2016

You must submit the **Educational Impact Statement (Section B)** and the **Evidence of Disability (Section C or existing report)** to:

CAO,
Tower House,
Eglinton St.,
Galway.

Verification should be provided for all disabilities you have disclosed.

To be considered for DARE, you must answer **YES** to Question 1 and follow instructions in the DARE application guide. Ticking Yes, that you want to be considered for DARE also means that you have read and accept the DARE Terms and Conditions.

If you select **NO** to Question 1, your application will not be considered for DARE but you may still avail of disability supports in college should you be admitted.

Note: you must answer either YES or NO to Question 1. You cannot proceed with your application without providing an answer to this question.

Question 1(b): Carrying forward DARE eligibility from 2015 to 2016

Please do not complete this section if you did not apply to and were not eligible for DARE last year. Eligibility for DARE carries forward for one year provided that you:

- Apply to CAO **by 17:15 on 1 February 2016**.
- No later than 17:15 on 1 March 2016, disclose your disability and/or specific learning difficulty in your CAO application and fully and correctly complete Section A of the Supplementary Information Form (SIF). **You must answer YES to question 1 ('do you wish to be considered for DARE?') on Section A of the fully completed SIF by 17:15 on 1 March 2016.**
- Supply your correct **2015 CAO number** under question 1(b)

The outcome of your 2015 DARE application was communicated to you in writing in June 2015. If you applied to CAO in 2015 and you were deemed eligible for DARE in 2015, then your DARE eligibility can be carried forward to your 2016 application. You must enter your correct CAO 2015 number in the box provided. You are still required to complete all relevant sections of the 2016 SIF form (Section A), however you do not need to supply the Educational Impact Statement (Section B) or Evidence of Disability (Section C) as part of your application. You can contact the CAO helpdesk if you require information about your 2015 DARE eligibility.

Supplementary Admissions Routes

Q.1(b) If you applied to CAO in 2015 and you were deemed eligible for DARE in 2015 please enter your 2015 CAO application number in this box. [Click here for help.](#)

CAO 2015 Application Number:

You must tick the 'Terms & Conditions' box to confirm that all the information you provided is correct and that you undertake to comply with the regulations of the CAO. You must press 'SUBMIT' to complete your eligibility carry forward application.

Question 2: Your Primary Disability

Question 2 asks you to indicate your primary disability. If you have more than one disability, you should consider your primary disability as the one which has had the greatest impact on your educational experience. You can only tick one primary disability.

Section A - Applicant Information

Q.2 Please indicate your primary disability/specific learning difficulty:

- Attention Deficit Disorder (ADD) / Attention Deficit Hyperactivity Disorder (ADHD)
- Autistic Spectrum Disorder (including Asperger's Syndrome)
- Blind / Vision Impaired
- Deaf / Hard of Hearing
- DCD-Dyspraxia / Dysgraphia
- Mental Health Condition
- Neurological Condition (including Epilepsy & Brain Injury)
- Significant Ongoing Illness
- Speech and Language Communication Disorder
- Physical Disability
- Specific Learning Difficulty (incl. Dyslexia & Dyscalculia)

Question 3: Your Other Disabilities

Question 3 asks you to indicate if you have any other disabilities. This is important as all of your disabilities can be assessed for eligibility under DARE. For this question, you can tick more than one disability.

Q.3 Do you have any other disabilities/specific learning difficulties? Yes No

Please indicate your other disabilities/specific learning difficulties:

- Attention Deficit Disorder (ADD) / Attention Deficit Hyperactivity Disorder (ADHD)
- Autistic Spectrum Disorder (including Asperger's Syndrome)
- Blind / Vision Impaired
- Deaf / Hard of Hearing
- DCD-Dyspraxia / Dysgraphia
- Mental Health Condition
- Neurological Condition (including Epilepsy & Brain Injury)
- Significant Ongoing Illness
- Speech and Language Communication Disorder
- Physical Disability
- Specific Learning Difficulty (incl. Dyslexia & Dyscalculia)

Question 4: Supports

Question 4 asks you to list the supports you received in second level and those you may require in third level. Please only tick the supports you actually received in second level and those you feel are necessary in third level.

Q.4 Please list the supports you received in 2nd level. Please also list the supports you may require in 3rd level.		
Support type	Supports actually received at second level	Supports required at third level
Accessible Accommodation	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Alternative Print Format	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Assistive Technology	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Campus Orientation	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Counselling	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Dyslexia Support	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Examination Support	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Learning Support	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Note-taker	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Personal Assistant	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Sign Language Interpreter	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Transport	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Wheelchair Access	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
Other(s) please specify below:	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>
	Yes <input checked="" type="radio"/> No <input type="radio"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>

(Click to save your details and continue on to complete the form.)

Save

Question 5: Personal Statement

Applicants to DARE do not need to complete this question. Applicants should complete the applicant statement as part of the Educational Impact Statement (Section B). Information on how to complete this is detailed on page 16.

Ensure that you click on the 'SUBMIT' button when you have finished completing your DARE application form. If you have saved your DARE application form, don't forget to SUBMIT it by 1 March 2016.

To confirm you have completed your online application correctly (Questions 1-4), go to www.cao.ie, click on My Application, enter your login details and check the information you have entered. You can make changes to your DARE application until 1 March 2016.

If you are unable to complete the online form you can contact the CAO directly to request a paper application form.



SECTION B

Educational Impact Statement

The Educational Impact Statement allows you and your school to provide detail of how your disability has impacted on your second level experience. The Educational Impact Statement is used by DARE to determine if an applicant to DARE has been educationally impacted as a result of their disability. This information and the information contained in your Evidence of Disability documentation (Section C) allows DARE to assess if an applicant has met the DARE criteria. The Educational Impact Statement also provides background on your educational experience and helps to determine appropriate supports at third level.

Section B - Educational Impact Statement

The Educational Impact Statement provides information on your educational experience and is used for determining whether your disability had a negative impact on your second level school education. It also helps to determine appropriate supports at third level.

You should complete the Applicant Statement section and your School should complete the School Statement section of this form. The person completing this form should be familiar with the impact of your disability on your academic performance and participation at second level.

It is your responsibility to ensure that all sections of the Educational Impact Statement are completed. Remember to keep a photocopy for your personal records.

Educational Impact Statement

Download

There are two sections on the Educational Impact Statement:

Applicant Statement

This needs to be completed by you with support from your school. This outlines, from your point of view, the impact of your disability on your education. This is an opportunity for you to tell us about your experience of being in school and the challenges you faced.

You must tick yes or no to the five areas listed. You can also provide further information or detail of any other ways in which your disability has impacted upon your second level education in the text box.

You may enter up to 1,000 characters (approximately 200 words) and may use bullet points when typing your applicant statement.

Applicant Statement

Please describe how your disability has affected your education.

(You may select as many as are applicable to you).

It has impacted on my school exam results and learning. Yes No

My school or class attendance has been disrupted. Yes No

It has impacted on my overall experience of school. Yes No

I needed and have received supports in school or exam accommodations. Yes No

I need extra time with school work as a result of the impact of my disability or I need extra time to manage my condition. Yes No

School Statement

This section needs to be completed by either your:

- Guidance Counsellor,
- Learning Support Teacher,
- Year Head or
- Visiting Teacher (for applicants who are blind/vision impaired or deaf/hard of hearing).

It is important to note that it is unlikely that all 7 sections of the school statement will be relevant to you. Depending on the type of disability and how that disability has impacted on your individual educational experience, certain sections may be relevant and others may not.

The teacher completing the form may have to confer with other teachers in the school so that they can accurately answer the questions on the impact of your disability.

When your school prints the form:

You and your parent/guardian (if you are under 18 on 1 February 2016) should sign the form to indicate you are satisfied that the content is accurate and complete.

The form MUST be signed by the school principal or deputy school principal and contain the school stamp.

Tips for completing the Educational Impact Statement

- You or your teacher should download the Educational Impact Statement from **www.accesscollege.ie** or **www.cao.ie**.
- Complete the applicant statement. You should ask your school and parent/guardian to assist you with this.
- Your school then needs to complete the school statement section and print off all pages of the form.
- You and your parent/guardian should sign the form.
- Your school principal or deputy principal **MUST** sign and stamp the form.
- You, the applicant must return the Educational Impact Statement by post to CAO, Tower House, Eglinton Street, Galway to arrive **by 1 April 2016**.

If you have attended your current or most recent school for less than three years, you must also get an Educational Impact Statement from the previous school you attended i.e. you need to provide two Educational Impact Statements, one from your current school and one from your previous school.

For example, if you are sitting the Leaving Certificate in June 2016, you must be attending your current school since September 2013 in order for the Educational Impact Statement to be sufficient.

It is the responsibility of YOU the applicant to ensure that the Educational Impact Statement is posted to CAO to arrive by 1 April 2016.

SECTION C

Providing Evidence of Disability Documentation

DARE requires you to submit evidence of your disability as part of your application

Your evidence of disability documentation is used by DARE to establish whether or not you meet DARE's eligibility criteria. In addition it is used by DARE colleges and universities to determine the kinds of supports you might need when you get to college. Your application will not be complete until you provide evidence of your disability by 1 April 2016. If you would like to find out more information on DARE's eligibility criteria see pages 21-22 of this guide or go to www.accesscollege.ie.

Getting Your Evidence of Disability completed by the Appropriate Professional

When submitting your evidence of disability documentation please make sure that it has been completed by the appropriate medical/educational professional for your disability. A list of the appropriate professionals for each disability type (e.g. blind/vision impaired or dyslexia) is detailed on pages 21-22. Any evidence of disability documentation that you submit should make a clear diagnosis of your disability. Documentation which only references an initial or probable or previous diagnosis is not sufficient.

Types of Acceptable Evidence of Disability

There are a number of ways for you to provide evidence of your disability. It may be acceptable for some applicants to submit a report which they already have whilst other applicants may need to get the Evidence of Disability Form 2016 completed by the appropriate professional. See pages 21-22 for information on the type(s) of acceptable evidence you can provide to complete your DARE application. In addition, some evidence may be required to have been completed within a particular timeframe. For example, applicants with mental health conditions must submit reports less than 3 years old. Please check the tables on pages 21-22 for more information on the time limits of reports. If you are unsure about the evidence you need to supply please make contact with a member of the DARE team.

If you are submitting the Evidence of Disability Form 2016 make sure:

- it has been completed and signed by the appropriate professional
- it contains the stamp of the appropriate professional or is on headed paper or is accompanied by a business card
- the appropriate professional has filled in all parts of the form
- the writing on the form is easy to read.

The Evidence of Disability Form 2016 can be downloaded from www.accesscollege.ie/dare and www.cao.ie.

GP Verification

If you do not have an existing report and have difficulty accessing the appropriate professional your general practitioner (GP) may be in position to complete the Section C Evidence of Disability Form. However, the following applies:

- Your GP **must** have the required information on a clear diagnosis of your disability from one of the DARE appropriate specialists/consultants listed on page 21-22 on file.
- If a time limit applies, the diagnosis from the appropriate professional **must** have been made within that time limit.
- Your GP cannot supply information where a full psycho-educational assessment is the requirement (ie. if you have a specific learning difficulty or DCD- Dyspraxia/Dysgraphia).

Where your GP has completed the Section C Evidence of Disability Form, you may be asked to provide original documentation from the appropriate professional at a later date.

If you can submit an Existing Report make sure it:

- is completed and signed by the appropriate professional AND
- contains the stamp of the appropriate professional or is on headed paper or is accompanied by a business card AND
- contains the same detail as requested on the Evidence of Disability Form 2016 AND
- has been completed within the appropriate time limit.

For example, if you have specific learning difficulties (including dyslexia and dyscalculia) you must provide a full psycho-educational assessment completed by a psychologist within the appropriate time limit.

Send your evidence of disability to:
CAO, Tower House, Eglinton Street, Galway.

Section C - Evidence of Disability

The Evidence of Disability Form provides verification of your disability and helps to determine appropriate supports at third level.

All applicants must complete this form with the exception of the following:

- Applicants with specific learning difficulties (incl. Dyslexia and Dyscalculia) and applicants with Dyspraxia or Dysgraphia must provide a full psycho-educational assessment completed by an appropriately qualified Psychologist. **This report must be signed by the psychologist and submitted on the psychologist's headed paper. Failure to do this may result in an applicant being ineligible for DARE.** You should go to www.accesscollege.ie for guidelines. Please note that verification from an Occupational Therapist, Physiotherapist or Neurologist is also required for applicants with Dyspraxia and Dysgraphia.
- Applicants who have an existing report completed by the accepted appropriate professional. The report must contain the same detail as the Evidence of Disability.

The form must be completed, signed and stamped by the accepted appropriate professional or accompanied by the appropriate professional's business card or headed paper. If you do not have an existing report and have difficulty accessing the appropriate professional, your GP may be in a position to complete the Section C Evidence of Disability. They must however have the required information on file from the appropriate professional and within the given time limit, if one applies. (More Information)

Evidence from a Support organisation will not be accepted as verification of a disability.

It is your responsibility to ensure that all sections of the Evidence of a Disability form are completed. Remember to keep a photocopy for your personal records.

You should provide verification for all disabilities you have disclosed.

Evidence of a Disability Form: [Download](#)

Guide to providing evidence of your disability

This is a guide to help you identify what supporting documents are required as part of your DARE application.

Type of disability	Type of documentation	Appropriate professional	Required age of report
Attention Deficit Disorder (ADD) / Attention Deficit Hyperactivity Disorder (ADHD).	Evidence of Disability Form 2016 OR Existing report.	Consultant Psychiatrist OR Psychologist OR Neurologist OR Paediatrician.	Must be less than three years old i.e. dated after 1 February 2013 .
Autistic Spectrum Disorder (including Asperger's Syndrome).	Evidence of Disability Form 2016 OR Existing report.	Consultant Psychiatrist OR Psychologist OR Neurologist OR Paediatrician.	No age limit.
Blind/Vision Impaired.	Evidence of Disability Form 2016 OR Existing report.	Ophthalmologist OR Ophthalmic Surgeon.	No age limit.
Deaf/Hard of Hearing: Students may apply under one of the following categories: (A) Applicants who have an Audiogram (B) Applicants who attend a School for the Deaf (C) Applicants with a Cochlear Implant.	Evidence of Disability Form 2016 OR Existing report (DARE does not accept reports from high street retailers)	(A) Applicants who have an audiogram: Diagnostic/ Clinical Audiologist registered with the Irish Academy of Audiologists (IAA) or HSE Audiologist (B) Applicants who attend a School for the Deaf: Principal of School for the Deaf (C) Applicants with a Cochlear Implant: Ear, Nose and Throat (ENT) Consultant OR Cochlear Implant Programme Co-ordinator	No age limit.
Developmental Co-ordination Disorder (DCD) - Dyspraxia/ Dysgraphia.	Full psycho-educational assessment AND Evidence of Disability Form 2016 OR Existing report.	Psychologist AND Occupational Therapist OR Neurologist OR Chartered Physiotherapist	Psychologist's Report must be less than three years old i.e. dated after 1 February 2013 . No age limit on Occupational Therapist's or Neurologist's or Physiotherapist's report.

Type of disability	Type of documentation	Appropriate professional	Required age of report
Mental Health Condition.	Evidence of Disability Form 2016 OR Existing report.	Consultant Psychiatrist on Specialist Register.	Must be less than three years old i.e. dated after 1 February 2013.
Neurological Condition (incl. Epilepsy and Brain Injury).	Evidence of Disability Form 2016 OR Existing report.	Neurologist OR Other relevant Consultant.	No age limit.
Speech and Language Communication Disorder.	Evidence of Disability Form 2016 OR Existing report.	Speech and Language Therapist.	No age limit.
Physical Disability.	Evidence of Disability Form 2016 OR Existing report.	Orthopaedic Consultant OR Other relevant consultant appropriate to the disability/condition.	No age limit.
Significant Ongoing Illness.	Evidence of Disability Form 2016 OR Existing report.	Diabetes Type 1: Endocrinologist OR Paediatrician. Cystic Fibrosis (CF): Consultant Respiratory Physician OR Paediatrician. Gastroenterology Conditions: Gastroenterologist. Other Conditions: Relevant Consultant/ Specialist in area of condition.	Must be less than three years old i.e. dated after 1 February 2013.
Specific Learning Difficulty (incl. Dyslexia & Dyscalculia).	Full psycho educational assessment.	Psychologist.	Must be less than three years old i.e. dated after 1 February 2013.

Once you have provided your Evidence of Disability documentation and Educational Impact Statement your application will be assessed and the outcome of your application determined.

The outcome of your application i.e. if you are eligible or ineligible for DARE is established by seeing whether or not you meet DARE's eligibility criteria. To find out more about the DARE criteria which applies to your disability see www.accesscollege.ie/dare.

Application Checklist

- Have you answered **YES** to Question 1 and clicked the **SUBMIT** button on the Supplementary Information Form (SIF) which reads “Do you want to be considered for the Disability Access Route to Education” by **1 March 2016**?
- Have you and your school completed the Educational Impact Statement and have you sent it to the CAO by **1 April 2016**?
- Has your Evidence of Disability documentation been completed by the appropriate medical/educational professional?
- Was your Evidence of Disability documentation completed by the appropriate medical/educational professional within the last 3 years? (See tables on pages 21-22 for age limits of reports.)
- Is your Evidence of Disability documentation signed and stamped by the appropriate professional OR on headed paper OR accompanied by a business card?
- Have you sent your Evidence of Disability documentation to CAO by **1 April 2016**?
- If you are applying to carry your DARE eligibility forward from 2015 to 2016 have you completed the steps to do that as detailed on page 12?

Posting your documentation:

- Keep photocopies of ALL documents that you are posting.
- Put your name and CAO number on every document you send.
- Get proof of postage each time you are posting documentation.
- You can get a certificate of postage from An Post. For your convenience, there are four certificates of postage slips pre-printed on the back cover of the CAO Handbook. Just ask the teller in An Post to stamp one of the certificates when you are sending your documentation.
- For confirmation that the documents you posted arrived safely in CAO, enclose a stamped, self-addressed postcard with details of the documents you have submitted.

Remember!

- Very often it can take a number of months to gather your Evidence of Disability documentation so start gathering it as soon as possible.
- All closing dates are strictly adhered to and late applications or late documentation will not be accepted.
- You are the applicant so it is your responsibility to make sure that you have completed your DARE application fully, accurately and on time. Your school is not responsible for your application form or for sending documentation on your behalf to the CAO.
- All your disabilities can be assessed for eligibility under DARE so it is really important that you provide Evidence of Disability documentation for all the disabilities that you tell us about.
- Any unsolicited correspondence from third parties (e.g. politicians, medical, clergy or academic staff) that attempts to canvass on your behalf will not be taken into account and will not be responded to.
- If you need advice or guidance around any aspects of your application please contact a member of the DARE team.

You need to check your email account regularly for important notifications and reminders about the DARE application process.

Next Steps in the Application Process

How is my application assessed?

To be eligible for DARE your disability must have had a negative impact on your second level education.

Your application will be assessed for two things:

- That you have provided the appropriate Evidence of Disability documentation and that it meets the DARE criteria.
- That you have provided the Educational Impact Statement and that it meet the DARE criteria, i.e. that you meet the correct combination of educational impact indicators.

The criteria used for assessing the Evidence of Disability documentation were developed by DARE's Disability Advisory Boards, which include college professionals, consultants and specialists in each field of disability, representatives from professional and regulatory bodies and representatives from expert organisations.

The criteria used for assessing the educational impact of disability were developed by the DARE Educational Impact Advisory Board, which includes college professionals, an educational psychologist, occupational therapists, guidance counsellors, learning support teachers and a deputy principal.

What happens after my application is assessed?

You will be notified by post of the outcome of your DARE application by the end of June 2016. If you do not receive a letter by 30 June 2016, contact a member of the DARE team.

What happens if I am eligible for DARE?

- You can compete for one of the reduced points places on offer in the colleges and universities taking part in DARE.
- All DARE course offers are made by the Central Applications Office.
- You must meet the minimum entry and course requirements to be considered for one of the reduced points places.
- Details of places available and minimum course entry requirements can be found on www.accesscollege.ie.

What happens if I am ineligible for DARE?

- You will be told by letter why your application was ineligible.
- You can request to have your application rechecked if:

You believe there was an administrative error in the assessment of your application.

OR

Your supporting documents were not received by the CAO. You must however have proof of postage and photocopies of the documents to prove that you sent them on time and to the correct location.

If you would like to have your application rechecked, you must complete an online Recheck Form under the My Application section of the CAO website at www.cao.ie and outline where you believe an administrative error occurred when your application was processed. You must request a recheck before the closing date indicated in your letter. The only way to submit a recheck is by completing and submitting an online Recheck Form. A Recheck Form is not considered to have been received until the applicant receives an email from CAO confirming receipt.

- You can still get into college if you meet the entry requirements for the course of your choice.
- You can still avail of a variety of academic, personal and social supports while studying at third level.

The DARE/HEAR Independent Appeals Commission reviews appeals from DARE and HEAR applicants. Further information on the DARE and HEAR appeals process, including deadlines for receipt of appeals for the 2015-2016 cycle, will be published on www.accesscollege.ie.

The DARE Team

All participating colleges have a staff member who can advise you on how to apply to DARE. If you wish to speak to someone about your DARE application, contact any member of the DARE team.

DARE also organises Application Advice Clinics each year. Application Advice Clinics provide an opportunity for you or your parent(s)/guardian(s) to drop in to meet with a member of the DARE team to discuss your application. The clinics will take place in a number of venues nationwide on Saturday 16 January 2016. Details on venues and times are available on page 1 of this guide.

CAO HELPDESK

You can also contact the CAO Helpdesk with questions on completing a DARE application. The simplest way to contact the CAO is by clicking on the 'Contact Us' button at www.cao.ie. Alternatively you can call the helpdesk at **091-509800**.

DARE will only discuss details of your application with you or your parent(s)/ guardian(s).

DARE Team Contact Details

Contact	Telephone	Email	Website
National College of Ireland Karen Mooney	01 659 9269	dare@ncirl.ie	www.ncirl.ie
University of Limerick Caoilinn Kennedy	061 234 847	dare@ul.ie	www.ul.ie
Athlone Institute of Technology Bernie Langtry	090 646 8142	dare@ait.ie	www.ait.ie
Cork Institute of Technology Laura O'Rourke	021 433 5107	dare@cit.ie	www.cit.ie
Dublin City University	01 700 5160	dare@dcu.ie	www.dcu.ie
Dublin Institute of Technology Bob Ó Mhurchú	01 402 7658	dare@dit.ie	www.dit.ie/disability
Institute of Technology, Sligo Catherine McNelis	071 930 5381	dare@itsligo.ie	www.itsligo.ie
Maynooth University Catherine Doherty	01 708 6025	dare@nuim.ie	www.maynoothuniversity.ie/access-office
NUI Galway	091 492 875	dare@nuigalway.ie	www.nuigalway.ie
Pontifical University, Maynooth Catherine Doherty	01 708 6025	dare@nuim.ie	www.maynoothuniversity.ie/access-office pontifical-university/ www.maynoothuniversity.ie
Royal College of Surgeons in Ireland Céleste Golden	01 402 2237	DARE@rcsi.ie	www.rcsi.ie/admissions_access
Trinity College Dublin Declan Reilly	01 896 1968	dare@tcd.ie	www.tcd.ie
University College Cork Mary O'Grady	021 490 2985	dare@ucc.ie	www.ucc.ie
University College Dublin Fiona Sweeney	01 716 1658	dare@ucd.ie	www.ucd.ie/openingworlds
Church of Ireland College of Education	01 497 0033	info@cice.ie	www.cice.ie
Mary Immaculate College, Limerick Maura Moore	061 204927	dare@mic.ul.ie	www.mic.ul.ie
Marino Institute of Education Mai Ralph	01 805 7744	dare@mie.ie	www.mie.ie
St. Angela's College, Sligo Una Roberts	071 9195514	dare@stangelas.nuigalway.ie	www.stangelas.nuigalway.ie

DARE Timeline

<p>From November 2015</p>	<p>CAO applications open from 5 November 2015 at 12 noon.</p> <ol style="list-style-type: none"> 1. Review the DARE Application Guide with your parent(s)/guardian(s) 2. Make a CAO application at www.cao.ie. 3. Fill in the online Supplementary Information Form (SIF) at www.cao.ie. 4. Complete your Educational Impact Statement with your school. 5. Gather your Evidence of Disability documentation.
<p>By 1 February 2016 By 1 March 2016</p>	<p>Apply to CAO by 17:15.</p> <ol style="list-style-type: none"> 1. You must indicate your wish to be considered for DARE by ticking 'Yes' to Question 1 on www.cao.ie 2. You must complete Section A (Questions 1-4) of the Supplementary Information Form
<p>By 1 April 2016</p>	<p>You must return the completed, signed and stamped</p> <ol style="list-style-type: none"> 1. Educational Impact Statement (Section B) 2. Evidence of Disability (Section C) or other Evidence of Disability <p>to the CAO, Tower House, Eglinton Street, Galway by 17:15.</p> <p>Make sure your documents are clear and can be easily read. Put your name and CAO number on all documents. Faxed/emailed documents are not accepted.</p>
<p>April – June 2016 In Late June 2016</p>	<p>Assessment of DARE applications</p> <p>You will be notified of the outcome of your DARE application by the end of June.</p>
<p>End June / Early July 2016 Late July 2016</p>	<p>DARE Application Recheck.</p> <p>Recheck applicants will be notified of the outcome of the recheck application.</p>
<p>August 2016</p>	<p>Leaving Certificate Exam Results. Eligible DARE applicants compete for reduced points places. CAO Offers to eligible DARE applicants. Course offers are made and should be accepted through the CAO.</p>
<p>Late August / September 2016</p>	<p>Attend Orientation and register with Disability Support Services.</p>

College Aware Communities
www.collegeaware.ie

Seachtain Feasachta Coláiste
COLLEGE AWARENESS WEEK
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KEY INTERACTION FROM MENTORS IN BUSINESS & SPORT
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LIBRARY
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CHARITY SHOP
PHARMACY
DOCTORS SURGERY

LIBRARY
pre-school
PRIMARY SCHOOL
SECONDARY SCHOOL
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FAMILIES

22 COUNTIES
363 EVENTS
COLLEGE GRADUATES
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ENTERPRISE
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CHARITY SHOP
PHARMACY
DOCTORS SURGERY

HEA | HIGHER EDUCATION AUTHORITY
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AGUS SCILEANNA | DEPARTMENT OF
TEACHNAIRÍ | EDUCATION
AND SKILLS

