

## Terms and Conditions

**It is agreed that access to this website [www.examinations.ie](http://www.examinations.ie) and the use of the on-line services provided through the website is governed by the terms and conditions set out below. These terms and conditions are important and are for the protection of both you and the State Examinations Commission (SEC). Please take the time to read them carefully. By proceeding further you will be deemed to have accepted them.**

### **1. General**

1.1 This website is established in Ireland in accordance with the laws of the Republic of Ireland and will be governed by the laws of that country. When you use the site, you accept that your use of the site and any information on the site, will also be governed by the laws of Ireland and if any dispute arises from your use of the site or any of the information on it, you agree to allow such dispute to be heard in the Irish courts.

1.2 The website and the on-line services provided through the website may only be used by the SEC's employees, customers and agents acting on behalf of the SEC's customers solely for the purpose of transacting business with the SEC.

1.3 In the event of and in your transmitting material to the State Examinations Commission using any of the on-line services, the State Examinations Commission has no responsibility for the accuracy, veracity and completeness of same and for any errors in the manner of its input.

1.4 The SEC reserves the right to make changes to the information, design and services provided on the [www.examinations.ie](http://www.examinations.ie) website without notice and without liability. Every effort will be made to advise of changes in advance.

1.5 The SEC reserves the right to add, amend or vary the terms and conditions of this agreement by publishing notice of such changes on its website and the continued use of the service will signify your acceptance of the changes.

1.6 If you have a query on a cancellation or refund please contact the State Examinations Commission at 090 6442700.

### **2. Examination Material Archive**

2.1 This Examination Material Archive contains examination papers, marking schemes and Chief Examiners' Reports for the Leaving Certificate, Leaving Certificate Applied and Junior Certificate examinations. The information in this archive shall collectively be known as examination material. The examination material is provided by the State Examinations Commission and is intended for use in the course of instruction only, whether at school or elsewhere, by a teacher or pupil.

2.2 Users may retrieve examination material solely for their own personal, non-commercial use, as specified at 2.1 above, and may download the material to their own hard disc or send it to a printer solely for that purpose. They may not otherwise copy, modify, or distribute the examination material, or publish, broadcast, transmit, or otherwise distribute any portion of this material without the express written authorisation of the State Examinations Commission. Any unauthorised use is strictly prohibited. The State Examinations Commission permits no unauthorised modifications, adaptations or translations of the examination material.

2.3 Users may freely establish hyperlinks from their own WWW site(s) to this site

### **3. External Candidate On-Line Entry Service**

3.1 A person who is not a recognised pupil of a post-primary school may be admitted to the Leaving Certificate examinations as a External Candidate in one or more subjects on payment of the appropriate provided that :-

- (a) there is a period of at least two years between the candidate's completion of Transition Year or the Junior Cycle, whichever is the later, and the sitting of the Leaving Certificate examination.
- or**
- (b) in the case of a candidate who has not been a recognised Junior pupil, or a Transition Year pupil, the candidate will have attained the age of 17 years on or before 31 July of the year of examination.

Conditions (a) and (b) above are designed to ensure that a person who has left school will not be in a position to sit the Leaving Certificate examination earlier than if he/she had remained at school. The Commission will not accept entries from persons for the Leaving Certificate examination in the year after their Junior Certificate examination or in the year after they have completed Transition Year.

3.2 Entries to the certificate examinations from external candidates are subject to standard fees, late fees and very late fees depending on the date on which the application is made. Please refer to the Examination Information (Link to fees) section of the website for details of the fees and application dates that apply to the particular year of examination.

3.3 Examination entry fees are only refunded in exceptional circumstances. In any event refunds cannot be made on-line. Please contact the State Examinations Commission to enquire about refunds of examination entry fees.

#### **4. Statement of Results Service**

4.1 The On-line Statement of Results Service allows users to request a certified statement of examination results on payment of the appropriate charge. (Link to Fees)

4.2 There is currently no charge for a Statements of Results relating to the certificate examinations held in the years 2006, 2007 or 2008

4.3 Use of the On-Line Statement of Results Service provides no guarantee that the information requested actually exists.

4.4 Please note that you can only order a Statement of Results of your own examination results.

4.5 Statements of Results usually issue within 14 days of receipt of the request.

4.6 If you have a query on a cancellation or refund please contact the State Examinations Commission at 090 6442700.

#### **5. Appeal Payment Service**

5.1 This service allows users to pay for their appeal application on-line using a credit card

5.2 The On-line Appeal Payment Service is not an appeal application service. When you have completed the on-line appeal payment procedure you will be provided with a Form showing the subject(s) which you have opted to appeal. You must print this form and return it to the school/centre where you sat your examinations so that your examination scripts can be sent back to the SEC.

5.3 Appeal fees must be paid in advance and will be refunded back into your account if your result is upgraded.

5.4 The appeal fees for the current year can be accessed here (link to Fees)

5.5 If you have a query on a cancellation or refund please contact the State Examinations Commission at 090 6442700.