


SENIOR CYCLE PROGRESSION 2024

Ardgillan College

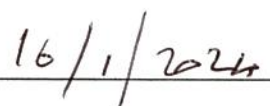
Date for review: January 2026



Colm Kilgallon

Chairperson

Board of Management



Date ratified by the Board of Management

GLOSSARY OF TERMS

‘Applicant’ means the parent / guardian of a student.

‘Student’ means the person in respect of whom the application is being made.

‘Parent’ has the same meaning as in the Education Act 1998 and includes a foster parent and a guardian appointed under the Guardianship of Children Acts, 1964 to 1997.

SENIOR CYCLE PROGRESSION

Ardgillan College delivers a six-year cycle from first year to sixth year. In exceptional circumstances students may seek to skip Transition Year and progress from Third Year directly into Fifth Year. There are only limited spaces available each academic year for a Student to do this. The total number of spaces will be decided on an annual basis.

For students who wish to progress to Fifth Year, the applicant should apply **in writing** to the Principal by the designated closing date that will be shared with students and parents in the academic year of the student being in Third Year. Following receipt of this letter the student will also have to fill in an application form for Fifth Year.

Oversubscription

When the number of applications exceeds the number of places available, all applicants will receive a number and be entered into a lottery. No selection criteria will be applied to this process. The lottery will randomly allocate the available Fifth Year places and will also allocate the positions on the waiting list according to the order in which they are drawn. This lottery decision is final.

Late applications

An application received by Ardgillan College after the closing date, as set out in this policy, is considered a late application for the purposes of this Senior Cycle Progression process.

Where Fifth Year places are oversubscribed and the school receives a late application for admission, that application will receive a place on the waiting list beneath applicants whose applications were received by the school before the closing date for applications. This waiting list for late applicants will be on a first come first served basis in accordance with the date and time they were received by the Principal.

Acceptance of a place

If the Student in respect of whom the application is made is offered a place, the Applicant will be informed and will need to confirm acceptance with two weeks of the offer. Failure to confirm the place within this time, may result in withdrawal of the offer.

Appeals

An Applicant who was refused admission to Fifth Year who wishes to appeal this decision may choose to request a review by the Board of Management, by addressing a letter to the Secretary of the Board. This appeal will then be reviewed by the Board of Management of Ardgillan College at their next scheduled Board of Management meeting.

Any request for the Board of Management to review a decision of the school to refuse admission must be based on the implementation of this Senior Cycle Progression Policy, and also set out the grounds of the request to appeal the decision.