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### State Examinations Commission Candidate Self Service Portal

The LC CSSP portal is open from now 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

#### Access to the Portal

Leaving Certificate candidates should access the portal tonight at [www.examinations.ie](http://www.examinations.ie) or by scanning the QR code.



You will need:

- LC Exam Number which has been given to all students.
- Their PIN which is the 1st 4 numbers of their PPS number.
- An email address and mobile phone number which they will have access to over the coming months.

Once in the portal, students will have to select levels from the drop down menu as pictured. They can also add languages they are studying outside of school.

#### Selection of levels:

If students are unsure of levels they should discuss this directly with their subject teachers prior to confirming on the portal.

#### Additional Subjects – Languages

Candidates should only add their additional language as an extra subject, They should have spoken to their year head about this before adding the subject. No student should withdraw from a subject. **Candidates will not be able to add additional subjects after the portal closes on 11 February.**

2022 Leaving Certificate Subjects Ábair Ardteistiméireacht 2022 Scrúdúimhir / Examination Number: [REDACTED]			
Withdraw subject	Subject	Level	English or Irish Paper Version
<input type="checkbox"/>	IRISH	Higher Level / Ard Leit	N/A
<input type="checkbox"/>	ENGLISH	Higher Level / Ard Leit	N/A
<input type="checkbox"/>	MATHEMATICS	Ordinary Level / Gnáth	English
<input type="checkbox"/>	GERMAN	Higher Level / Ard Leit	English
<input type="checkbox"/>	BIOLOGY	Higher Level / Ard Leit	English
<input type="checkbox"/>	ENGINEERING	Higher Level / Ard Leit	English
<input type="checkbox"/>	LINK MODULES	Common Level / Leibh	English
<input type="checkbox"/>	DESIGN & COMMUNICATION GRAPHICS	Higher Level / Ard Leit	English

**ADD A SUBJECT**  
If there are other subjects that you are studying which are not listed above, add them now.

-- Add a Subject --

Confirm:  By checking this box, you are confirming your selections above

#### Enquiries

Enquiries should be sent by e-mail to [entries@examinations.ie](mailto:entries@examinations.ie). The Entries Section can also be contacted by telephone at 090-6442705 or 6442857.