



Deferring a Place at Mary Immaculate College

Deferring CAO Place

Applicants offered places through the CAO can apply to defer their place for one year. If a student wishes to defer a place, then they do not accept their CAO offer. The student must either email the Admissions Office of Mary Immaculate College admissions@mic.ul.ie or send a letter by post requesting the deferral. This request must be submitted to Admissions at least two days before the 'Reply Date' shown on the Offer notice. Applicants for deferrals must give their name as it appears on their CAO application, quote their CAO number and the course code of the offer they wish to defer, and set out the reason(s) for the request.

Please note that a deferral cannot be granted in the following cases:

- Applicants who take up another third level place
- Applicants who repeat the Leaving Certificate

If the deferral is granted, then the student will be sent a letter by the Admissions Office explaining that it has been granted, and issuing instructions on how to take up the deferred place in the following year. If the deferral is not granted then the student can accept the offer for the current year, providing they accept by the reply date given by CAO.

Deferring a Place Post-Entry (Orientation to Week 3 Inclusive)

First year students who enrol on a place in Mary Immaculate College, and subsequently find that they cannot continue with their studies, may be considered for a deferral up to the end of week three of semester one. The student must either email the Admissions Office of Mary Immaculate College admissions@mic.ul.ie or send a letter by post requesting the deferral. This request must be submitted to Admissions before the end of week three. Applicants for deferrals must give their name as it appears on their CAO application, quote their CAO number and the course code of the offer they wish to defer, set out the reason(s) for the request and submit any supporting documentation such as medical certification when required. Deferral requests will not be considered after week three.

Taking Up Deferred Place the Following Year

In order to accept a deferred place, you must:

Re-apply through CAO in the succeeding year and pay the appropriate application fee. You must complete the application form in full and follow all of the instructions carefully;

- Place the deferred course as your first and only preference on the application form;
- Indicate your deferral by ticking the Deferred Applicant indicator box, in the Course Choices section on your application.

- It is very important to read the letter granting you the deferred place for further instructions. You will breach the conditions of your deferred place if you enter more than the single deferred course code on your application. In that event, you will forfeit the guaranteed place and enter the competition for places in the normal way. When reapplying in the succeeding year, you must complete the application fully. In other words, you must include again any personal information and documentation etc which you provided with the original application.