

Key Dates for Candidates for the Leaving Certificate Results, Viewing and Appeals

SERVICE	IN SCHOOLS	CANDIDATE SELF SERVICE PORTAL
Leaving Certificate Results	In Schools: Tuesday 13 th August	10 AM Tuesday 13 th August
Application to View Scripts	Online Only	Opens: 9 AM Wednesday 14 th August Closes: 5 PM Friday 16 th August
Access to Component Marks	Online Only	Shown with results from 9 AM Wednesday 14 th August
Viewing of Scripts	Scripts Marked on Paper 1. Tuesday, 20 th August 5 PM - 8 PM 2. Wednesday, 21 st August 9 AM – 12 PM 3. Wednesday: 21 st August 2 PM – 5 PM	Scripts Marked Online Online access to view over the period Tuesday 20 th – Wednesday 21 st August.
Appeal Application (Subject to a Fee)	Online only	Opens: 5 PM, Friday 16 th August Closes: 5 PM Thursday 22 nd August
Appeals Results	Online only	In the week ending Friday 20 th September

To streamline communications and to bring about the earlier issue of the results of the Leaving Certificate appeals, the SEC has developed a Candidate Self Service Portal for Leaving Certificate and Leaving Certificate Applied candidates. The Candidate Self Service Portal is an extension of the SEC's online results service and as well as providing access to results online it will also allow candidates to apply to view scripts, to access component marks, to view scripts in subjects that are being marked online this year, to make an appeal application and to access appeal results.

The SEC will provide two Viewing of Scripts services this year:

- 1) in schools for subjects marked on paper
- 2) online for subjects marked online.

The application process is the same for both services. The application to view must be made through the Candidate Self Service Portal by the deadline of **5pm on Friday 16th August**.

As well as your scripts you will also have access to the marking schemes.

How do I apply to view scripts?

You can only apply to view your scripts through the Candidate Self Service Portal. The viewing of scripts application service will be available from 9am Wednesday 14th August and will close at **5pm Friday 16th August 2019**. You will need your username and password which you will get when you register on the portal.

What happens next – paper marked scripts?

An Organising Superintendent has been appointed by the SEC to your school. Their role is to organise the Viewing service in the school. They will contact you by email and assign you to one of the three viewing sessions in advance of the viewing period. They have also been provided with your phone number which they may use to contact you as a contingency. The viewing sessions are:

Session 1 Tuesday 20th August from 5.00 pm to 8.00 pm

Session 2 Wednesday 21st August from 9.00 am to 12 noon

Session 3 Wednesday 21st August from 2.00 pm to 5.00 pm

Please take note of these dates and times as it is not possible to arrange viewing of scripts on any other date or time. If you do not receive an email confirming a viewing appointment before the viewing sessions commence, you should contact the Organising Superintendent in the school where you sat your written examinations at viewingscripts@olschool.ie

Any enquiries from candidates in relation to the online viewing of scripts should be directed to the On Line Marking Team in the SEC as follows. Email to onlinemarkingqueries@examinations.ie or by phone at: 090644 2768, 2460, 2869. This includes in relation to issues they have observed in viewing their scripts on line through the Candidate Self Service Portal.

All information is available to candidates in their Leaving Certificate Examination Information Booklet 2019 or online on <https://www.examinations.ie/misc-doc/BI-SE-75824897.pdf>