

Brainse an Iarbhunoideachais
An Roinn Oideachais agus Eolaíochta,
Corn na Madadh,
Baile Átha Luain,
Co. na hIarmhí.
Fón: 09064-83692



Post-Primary Administration,
Department of Education and Science
Cornamaddy,
Athlone,
Co. Westmeath.
Ph: 09064-83692

Circular 0095/2007

To the Management Authorities of Second Level Schools

Repeat of Leaving Certificate Course Fees

Under [Circular M02/95](#) – REPEAT OF A YEAR AT POST PRIMARY LEVEL – pupils who have sat the Leaving Certificate Examination may be enrolled to repeat Leaving Certificate Year 2 on payment of the appropriate course fee to the school authority concerned. The current fee is €126.97.

Pupils whose parents or guardians are the holders of current medical cards or pupils who have a card in their own name are exempt from the payment of the course fee on production of the medical card for noting by the school authorities.

The procedures for the collection and transmission of Repeat Course Fees will remain as outlined in Paragraph 6 of [Circular M02/95](#). [Form M02/95C](#) is attached in the enclosed circular for this purpose and should be forwarded to the Department not later than 6th October of the school-year in which pupils are repeating.

Please note that schools under the remit of a VEC should collect fees where applicable and forward to their regional VEC office, as opposed to this Department. **Only Secondary and Community & Comprehensive schools should forward collected fees to this section (Post Primary Administration 4) of the Department at the above address.**

Pupils should also be advised that the Course Fee is paid on a non-refundable basis, the only exception being where the pupil/parent/guardian becomes the holder of a medical card before 1st February of the academic year in which the repeat is taking place.

Any queries can be referred to directly at 09064-83692 or 01-873 4700 ext.3692/4064.

Peter Raftery
Assistant Principal Officer
September 2008