

For the Attention of the Parents/Guardians of Third and Sixth Year Students

Dear Parents/Guardians,

I wish to confirm that the State Examinations Commission (SEC) will issue a letter to the school during the week commencing April 1st regarding the 2019 Payment of Examination Fees or making an application for a Medical Card exemption. An individual letter will be distributed to each candidate. Once issued, the SEC's online facility will then be available to allow candidates to make a payment or an application for Medical Card exemption. The individual candidate letter will contain the information required to log onto the SEC on-line Fees Portal i.e. Exam number, Password, School Details.

The letters will be distributed to all students before the school closes for the Easter Holidays, to allow candidates the opportunity of making a payment or an application for a Medical Card exemption before the closing date of **Friday April 26th 2019**.

For 2019, the SEC will be providing an online receipt for the candidates on completion of payment or making an application for a Medical Card exemption. Candidates should present this receipt as proof of payment to the school office for our records.

The SEC will issue a list to the school in May which will detail the candidates who have not paid or made an application for a Medical Card exemption.

Kind Regards,
Katriona Harney