



FINANCE OFFICE: DATE RECD.
OFFICE USE: E.N.

All applicants must attach a recent passport photo.

STAPLE PHOTO HERE.

Without a photo your application form will be returned.

ASSESSMENT APPLICATION DETAILS FORM

Oiriúnú le hAghaidh Cáilíochta sa Ghaeilge OCG

School Academic Year 2018 – 2019.

Please print legibly using block letters. All sections of the form must be completed. The application form consists of 6 pages. Do not remove any page(s) from the form. For your application to be accepted you must attach a photo on page 1, and on page 2 if applicable. **Without a photo(s), your application form will be returned.**
 Return the completed form to:
THE FINANCE OFFICE, (OCG APPLICATION), MARINO INSTITUTE OF EDUCATION, GRIFFITH AVENUE, DUBLIN 9 . by 31th Oct. '18.

1 APPLICANT DETAILS:
 First ever application
 or Had applied before

First name(s) in full:

Surname:

Address for Correspondence:

 Candidate email:

Telephone number (include code):

Mobile.

Work.

Home

P.P.S. Number:

Teacher Number

Your date of birth (example 23 03 75)
 Day Month Year

EXEMPTION STATUS:
 Have you been granted an Exemption from parts of the O.C.G. If yes please attach copy of exemption letter. YES: NO:
 APPLYING NOW:

2. ASSESSMENT DETAILS:

I wish to register for: (Tick one box only. ✓)
 Assessment Only. Course Only Assmt. & Course

MODULES: Please tick the Modules of the Assessment which you wish to sit in April 2019.

Please refer to fee payment schedule	<input checked="" type="checkbox"/>	
Written Assessment	<input type="checkbox"/>	
Teaching of Irish in Classroom	<input type="checkbox"/>	
Aural Assessment	<input type="checkbox"/>	
Oral Assessment	<input type="checkbox"/>	

Amount paid online with application: €

Please refer to **FEE PAYMENT SCHEDULE** for payment options.

Payment must be made online at www.ilrweb.ie by following the **EASY PAYMENTS PLUS íoc ar líne** button link. You must write your EASY PAYMENTS PLUS receipt number here:

ASSESSMENT VENUE:

Dublin	Marino Institute of Education
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Signature of Applicant: Date:

Signature of Witness (Adult): Date:



OFFICE USE: E.N:

OFFICE USE: D.R:

If you are undertaking Paper 1 or Paper 2 or both then you **must** attach a photo here.
STAPLE PHOTO HERE.
 If not undertaking Paper 1 or Paper 2 then a photo is not necessary here.

ASSESSMENT OF THE TEACHING OF IRISH IN THE CLASSROOM FORM (A)

Oiriúnú le hAghaidh Cáilíochta sa Ghaeilge O.C.G.

School Academic Year 2018 – 2019.

THIS PAGE MUST ONLY BE COMPLETED IF UNDERTAKING ASSESSMENT OF TEACHING OF IRISH IN THE CLASSROOM
 PLEASE PRINT LEGIBLY USING BLOCK LETTERS.

1 APPLICANT DETAILS:

First name(s) in full:

Surname:

Address for correspondence:

 Candidate email:

Telephone number (include code):
 Mobile.

Home.

P.P.S. Number:

Teacher Number

Your date of birth (example 23 03 75)
 Day Month Year

2 VISIT DETAILS:

You will receive two visits during the period below:

Period	14 January – 15 February 2019.
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You will receive a letter from your supervisor at least three weeks prior to your visit, which will indicate the date and time of your school visit. It is your responsibility to make yourself available at the appointed day and time.

NOTE:
 The school visits must take place during the above time period. School closures must be notified on page 3 of the form, or if subsequent to application to ocginfo@mie.ie

3 SCHOOL DETAILS:

School Name:

School Address:

 County

School Telephone number (include code):

School Roll Number:

School Opening Time:	a.m.
Morning Break Time:	from: <input style="width: 30px;" type="text"/> to: <input style="width: 30px;" type="text"/>
Lunch Break Time:	from: <input style="width: 30px;" type="text"/> to: <input style="width: 30px;" type="text"/>
Closing Time	p.m.

Class level you are or will be teaching. The Assessment must be undertaken with a mainstream class. CLASS:

Name of Principal Teacher (Block Letters):

4 PERMISSION:

The above named applicant is applying to undertake the O.C.G. Adaptation Period for a minimum of 120 school days as a mainstream class teacher. The O.C.G. includes an assessment of teaching Irish in the classroom. Your permission in this regard is requested by the applicant.
(Please note that this is not a letter of recommendation from The I.L.R. Office or Marino Institute of Education. Principal teachers/Boards of Management are asked to satisfy themselves as to the suitability of any individual applicant requesting this permission. Prospective candidates should be in the process of registering with the Teaching Council and must be registered when undertaking school classroom practical element.)

Signature of Principal Teacher:	Date:
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O.C.G.

ASSESSMENT OF TEACHING IRISH IN THE CLASSROOM FORM (B).

INFORMATION MAP. You **must** draw a clear map which will guide the supervisor directly to your school. If your school is in a rural area, direct your supervisor from nearest town. If in an urban area direct from nearest landmark.



DIRECTIONS.

You **must** write clear directions which will guide the supervisor to your school:



SCHOOL CLOSURES.

If there are known school closures during the period 14 January – 15 February 2019, you must inform us of these. Please outline known school closures below. You **must** inform the OCG Office (ocginfo@mie.ie) of any additional closures during the above period as they become known to you. If you change school you **must** complete and forward a Change of School Form (available at www.ilrweb.ie) to the Irish Language Requirement Office as soon as possible.





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INFORMATION FORM.

Oiriúnú le hAghaidh Cáilíochta sa Ghaeilge OCG School Academic Year 2018 – 2019.

This information section should be completed clearly and legibly. The information provided will allow us to provide more focused advice, guidance and information to candidates who undertake the O.C.G. and will aid us in future planning for O.C.G. candidates. Please do not write your name on this page. The information provided on this page is provided for statistical purposes only.

1 STATISTICAL INFORMATION:

Please complete the following giving details of your teaching qualifications:

Name of College Attended:

Address of College:

 Country:

Years attended (e.g. 1995-1998):

Date Qualification was awarded:

In your current school what teaching position do you occupy :

Class Teacher	<input checked="" type="checkbox"/>
Learning Support/Resource	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>
Not in a school at present.	<input type="checkbox"/>

Nationality:

If Irish, your County of birth:

County in which you now teach:

MODULES TO BE ACHIEVED: Please tick the Modules of the Assessment which you will take next Easter. In the right hand column please write the number of times you have undertaken the module previously.

Written Assessment	<input checked="" type="checkbox"/>	<input type="text"/>
Teaching of Irish in Classroom	<input type="checkbox"/>	<input type="text"/>
Aural Assessment	<input type="checkbox"/>	<input type="text"/>
Oral Assessment	<input type="checkbox"/>	<input type="text"/>

MODULES ALREADY ACHIEVED: Please tick the Modules of the assessment in which you have already achieved a pass. In the right hand column please indicate the number of times you undertook the module to achieve a pass.

Written Assessment	<input checked="" type="checkbox"/>	<input type="text"/>
Teaching of Irish in the Classroom	<input type="checkbox"/>	<input type="text"/>
Aural	<input type="checkbox"/>	<input type="text"/>
Oral	<input type="checkbox"/>	<input type="text"/>

GAELTACHT: In regard to the 3 week Gaeltacht requirement, please indicate by ticking the number of weeks you have completed thus far in the Gaeltacht.

0 Weeks	<input checked="" type="checkbox"/>
1 Week	<input type="checkbox"/>
2 Weeks	<input type="checkbox"/>
3 Weeks	<input type="checkbox"/>

REGISTRATION WITH CONDITIONS: In regard to 'conditional' registration' please indicate the number of years of 'conditional registration' which you have remaining.



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D.R:

O.C.G. COURSE REQUEST FORM.

Oiriúnú le hAghaidh Cáilíochta sa Ghaeilge School Academic Year 2018 – 2019.

Where possible O.C.G. Courses will be provided by the Education/Teacher Centres listed below. The courses will be provided subject to **sufficient demand** being indicated for courses. Payment for course is made directly to the Education Centre. The final decision regarding the viability/feasibility of a course rests with each individual centre.

(1) Please indicate if you require a course.

Please indicate whether you require a beginner course (Level 1) or a course in preparation for the Assessment (Level 2).

(2) Please indicate your centre of preference by placing 1 (first choice), 2 (second choice) and 3 (third choice).

Upon receipt of this form the Irish Language Requirement Office will forward your details directly to your centre of choice so that where possible courses may be provided and coordinated. Please tick box C below if you give permission to forward your course request details to providers.

Candidates should contact the Education Centre directly to ascertain course availability and course information.

If a viable course does not materialise at your first choice of centre, then your details will be forwarded to your second choice centre.

If you have already contacted an Education Centre, it is still necessary to complete this form to help coordinate courses.

APPLICATION DETAILS:

First name(s) in full:

Surname:

Address for Correspondence:

 Candidate Email:

Telephone number (include code):
 Mobile.
 Work.
 Home

P.P.S. Number:

Teacher Number

School Name and Address:

 County

Signature:

Date:

COURSE REQUIREMENT: Tick relevant boxes:

- A. I do not require a Course:
- B. I require a Course to prepare for the Assessment:
- C. Please forward my details:

CENTRE PREFERENCE FOR COURSE:
 Centres are listed below, please place 1 (first preference) and 2 (second preference) and 3 in the boxes beside your preferred venue(s). Probable course location is indicated in brackets.

Athlone Education Centre (Athlone)	<input type="checkbox"/>
Blackrock Education Centre (Blackrock, Co. Dublin)	<input type="checkbox"/>
Carrick-on-Shannon Ed. Centre (Carrick-on-Shannon)	<input type="checkbox"/>
Clare Education Centre (Ennis)	<input type="checkbox"/>
Cork Education Support Centre (Cork)	<input type="checkbox"/>
Donegal Education Centre (Letterkenny)	<input type="checkbox"/>
Drumcondra Education Centre (Dublin 9)	<input type="checkbox"/>
Dublin West Education Centre (Dublin 24)	<input type="checkbox"/>
Dundalk Education Centre (Dundalk)	<input type="checkbox"/>
Galway Education Centre (Galway)	<input type="checkbox"/>
Kildare Education Centre (Kildare Town)	<input type="checkbox"/>
Kilkenny Education Centre (Kilkenny)	<input type="checkbox"/>
Laois Education Centre (Portlaoise)	<input type="checkbox"/>
Limerick Education Centre (Limerick)	<input type="checkbox"/>
Mayo Education Centre (Castlebar)	<input type="checkbox"/>
Monaghan Education Centre (Monaghan)	<input type="checkbox"/>
Navan Education Centre (Navan)	<input type="checkbox"/>
Sligo Education Centre (Sligo)	<input type="checkbox"/>
Waterford (Waterford I.T.)	<input type="checkbox"/>
Wexford Education Centre (Enniscorthy)	<input type="checkbox"/>
West Cork Education Centre (Dunmanway)	<input type="checkbox"/>
Coláiste Naomh Muire (Béal feirste)	<input type="checkbox"/>

EXEMPTION APPLICATION FORM

(A candidate who has Irish as a major subject in his/her degree qualification is entitled to exemption from part(s) of the O.C.G. Candidates are asked to consult the exemption policy outlined in the O.C.G. Guide available at www.ilrweb.ie, before completing this section. If you do not have Irish as a major subject in your degree qualification then you do not have to complete this page.

Declaration: (Please indicate)		I am applying for an Exemption <input type="checkbox"/> or I am not applying for an Exemption <input type="checkbox"/>
Name:		
Address:		
Candidate email:		
PPS Number		OFFICE USE ONLY. <i>(Initial Office Check)</i>
Name of Degree in which you had Irish as a major subject:		
Name of College/University in which you undertook the degree in which you had Irish as a major subject:		
Years of attendance:		1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Duration of Degree in years:	Years	1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Number of years in which you had Irish as a Major subject:	Years	1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
DOCUMENTATION: Items to accompany this application for an exemption: A. A <u>copy</u> of the original and full transcript of your results for the degree in which you had Irish as a major subject. The transcript should be clear, legible and should indicate your results for each year of your degree. Please tick as appropriate: I have included a copy of my full transcript <input type="checkbox"/> I have not included transcript <input type="checkbox"/>		
GAELTACHT: B. If seeking exemption from week(s) in the Gaeltacht then you must submit written documentation (<u>copy</u>) from your college/university certifying that you have completed the week(s) as part of your degree. Please note that you must have attended the Gaeltacht course in the capacity of a learner. Please indicate the number of Gaeltacht weeks for which you are seeking exemption: 0 Weeks <input type="checkbox"/> 1 Weeks <input type="checkbox"/> 2 Weeks <input type="checkbox"/> 3 Weeks <input type="checkbox"/>		1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
You may provide any additional notes here:		
<p align="center">Please attach/staple copy of transcript and any other supporting documentation to this Exemption form. This form should then be submitted with your OCG application. Please ensure that you have indicated at the bottom of page 1 of the O.C.G. application form that you are applying for an Exemption. <i>(Note: If you are awaiting transcript and/or supporting documentation then you should forward pages 1-5 of your application form now and retain and submit page 6 with the required documentation as soon as possible.)</i></p>		
OFFICE USE ONLY		
Examination:	Gaeltacht:	Notes:

Please return completed form to:

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**THE FINANCE OFFICE,
(OCG APPLICATION),
MARINO INSTITUTE OF EDUCATION,
GRIFFITH AVENUE,
DUBLIN 9.**