Transition Year Admissions Policy

St.Tiernan's College offers Transition Year as an optional one-year programme post Junior Certificate. The aims of the Transition Year Programme reflect those specific to the guidelines published by the Department of Education and Skills, M31/93 and M47/93 namely:

ï,· Education for maturity with the emphasis on personal development including social awareness and increased social competence.

ï,· The promotion of general, technical and academic skills with the emphasis on interdisciplinary and self-directed learning.

ï,· Education through experience of adult and working life as a basis for personal development and maturity.

The Transition Year Programme in St.Tiernan's College is not compulsory. The maximum number of available places will be dependent upon student numbers that year. A general figure of 20 places has to date been the average accepted due to staffing, facilities and resources.

For acceptance on to the Transition Year Programme, the school must be of the opinion that a student is capable of benefiting from participation in Transition Year and, equally, that his/her participation will not prevent any other student(s) from benefiting from participation.

Any decision in this regard will be taken by the Transition Year Co-ordinator and school Principal, following consultation with the student's teachers, the student and the parents of the student concerned.

1. Application Procedures

1.1 In January of third year, the Programme Co-ordinator will visit all third year classes. She will make it clear to all prospective applicants that knowledge of, research into and preparation for Transition Year, as evidenced in the application process, will be critical factors in gaining entry to the programme. Similarly, attendance, application and attitude to work and behaviour will be important factors.

1.2 During that term, the Programme Coordinator will give a formal presentation on the Transition Year Programme to third year students during school time. The qualities and disposition essential for successful participation in Transition Year will again be fully outlined to students at this presentation.

1.3 Subsequent to 1.2, a formal evening presentation will be delivered to parents/guardians of third year students interested in applying for a place on the programme.

1.4 Students apply for a place on a formal application form, witnessed by their parent(s)/guardian(s). A Personal Statement will be submitted which is available through the school office.

This Application form will include some research into the Transition Year Programme and state clearly the reasons why they are applying for a place. It will also outline the commitment that they will give if they are offered and accept a place. It will be impressed upon applicants that this is a critical factor in the application process.

1.5 The final submission date for applications will be outlined at the parent's information evening in February.

Applications

Each application will be considered on its own merit. In addition to the level of serious commitment indicated by the students in the application process and/or at interview, the following criteria will apply in assessing a prospective Transition Year student's application:

1. Student's behaviour
2. Attendance and punctuality
3. Involvement in school life
4. Completion of Personal Statement of interest and suitability for the programme.

Personal Statement Guidelines (Max 200 words/ minimum – 150 words)

Please include the following in your personal statement:

1. The reasons why you would like to do the Transition Year Programme
2. The contribution that you can make to the programme
3. Career areas you are interested in exploring as part of work experience
4. A list of your achievements to date in school and outside – i.e. sports, music, drama, community group etc.
5. Why you should be offered a place on the programme

1.6 Applications will be considered valid only if they are fully completed and submitted to the Programme Co-ordinator within the specified deadline.

1.7 Any application received subsequent to the stated deadline will be considered only after students whose applications were submitted on time have been processed

Offer & Acceptance of Places:

1.8 Places will be offered to successful applicants. The Programme Coordinator will meet unsuccessful candidates. All queries can be directed to the Programme Coordinator.

If a student is not offered a place on the TY Programme, the Principal and Guidance Counsellor will meet with the students to discuss other Senior Cycle options. After this meeting a letter is issued to the student's parents informing them of the option the student has been offered. The parents may meet with the Principal or Guidance Counsellor if they wish to discuss the matter further.

1.9 At this stage, the student and his/her parent(s)/guardian(s) are expected to arrange work-experience placements for the specified periods during the academic year.

External Applications:

1.10 Any application to transfer to St.Tiernan's College from another school will be considered strictly under the terms of the school's Admissions Policy in relation to such transfers.

Programme Fees:

1.11. The Programme Fee set annually by St.Tiernan's College is intended to assist in defraying costs associated with the various activities and courses fundamental to the programme. As a DEIS school we are very aware there may be difficulties for some families in meeting this cost. We understand some families will wish to avail of instalments or phased payments. Any other issues relating to payment of this fee will be dealt with by the Principal.

Awarding of Marks

The criteria under which marks are awarded.

1. Age - Preference is given to students who are under 15 years of age on the 1st of January in the year of entry to the Transition Year Programme (or 17½ years or younger sitting the Leaving Certificate Examinations) 10
2. The student's homework and study record 10
3. The student's attendance and punctuality record 10
4. The student's record of contribution to extracurricular and co-curricular activities 10
5. The suitability of the programme for the student in terms of his/her progression route after the completion of Transition Year. 10
6. The student's record of compliance with the school's Behaviour Policy and the Code of Conduct. 10
7. The student must submit a Personal Statement of interest and suitability for the TY Programme. Personal Statement (Max 200 words/ minimum – 150 words) 40

Total Marks 100

Transition Year Admissions Criteria
Student Name _____

Criteria	**Marks**
1.Is this student under15 on 1st January of this year	Mark out of 10
2.Homework & Study Record	Mark out of 10
3.Attendance & Punctuality	Mark out of 10
4.Contribution to extra-curricular/co-curricular activities	Mark out of 10
5.Suitability of the Programme for the student	Mark out of 10
6. Record of Compliance with school's Discipline Policy.	Mark out of 10
Personal Statement 150-200 Words	Mark out of 40 Award 8 marks per section

Transition Year Application Form
Personal Statement Guidelines
Personal Statement Guidelines (Max 200 words/ minimum – 150 words)
Please include the following in your personal statement: 5 x 8 marks
1. The reasons why you would like to do the Transition Year Programme
2. The contribution that you can make to the programme
3. Career areas you are interested in exploring as part of work experience
4. A list of your achievements to date in school and outside – i.e. sports, music, drama, community group etc.
5. Why you should be offered a place on the programme
Student Name :
Personal Statement 40%