



KILLINA PRESENTATION SECONDARY SCHOOL
Rahan, Tullamore, Co. Offaly

16th January 2018.

Dear Parent(s) / Guardian(s),

I am writing to you in relation to the Pre-Junior Cert and Pre-Leaving Cert examinations that are scheduled to take place before the February mid-term break.

These examinations are an important part of students' preparation for the State Examinations in June. From an educational point of view there is agreement that students should continue to sit the pre-examinations.

The cost of the pre-exams varies from €80 to €120 per student depending on the subjects and the levels being taken. Papers are set and marked externally. Exam Payment forms have been distributed to pupils. Students have been shown how to complete these forms, and in doing this, you will be able to determine the amount to be paid.

Over the past few years, a number of parents / guardians did not pay for the pre-examinations. The school is not in a position to continue to carry this financial burden.

As a consequence, parents /guardians must make payment for these examinations **in full before 29th January**. Holders of a valid medical card while exempt from paying fees for the State Examinations are **not** exempt from paying for the pre-exams.

Payment should be made to the school office before **Monday 29th January**. Please return the payment with the Exam Payment form. Corrections will be booked for those who have made payment. Where payment is outstanding, then the correction of your son/daughters scripts cannot be guaranteed.

If there are genuine hardships and difficulty in relation to this payment, please contact me in confidence.

Yours sincerely,

John Cotter,
Principal.