



EXAM PAPERS

Order Form

97% of schools agree that our customer service is 'excellent'.
92% of teachers would recommend Examcraft to a colleague.



SEC style
and layout



Set by highly
experienced
teachers



Free delivery on online
orders over €200
www.examcraft.ie

Your Details

Please read the important information on the back of this order form and complete all sections in full.

Name: _____

Position: Principal Deputy Principal
 Exam Secretary Teacher

School roll no.: _____

School name: _____

School address: _____

E-mail: _____

Telephone: _____

Fax: _____

Payment included for this order? Yes No

Who should be invoiced? _____

Purchase order number (if required): _____

Examination start date: ____ / ____ / 2019

Please place your order 3 weeks before the exam start date.

Have you faxed this order? Yes No

Will you require corrections? Yes No

(Class correction envelopes will only be included if 'yes' is ticked)

If yes, who should be invoiced for corrections? Individual Teachers
 Exam Secretary
 Principal/Deputy

Calculate Your Costs

EXAMINATION	COST
Total cost of Junior Certificate papers ¹	
Total cost of Leaving Certificate papers ²	
Total cost of Leaving Certificate Applied papers ³	
Total cost of Leaving Certificate Vocational papers ⁴	
Total cost of papers	
+ Postage @ 3% of total cost (min €8, max €50)	
TOTAL PAYABLE TO EXAMCRAFT	

Prices are inclusive, i.e. Paper I, Paper II and Aural.
 Prices include VAT at 23%.

JUNIOR CERTIFICATE PAPERS

Subject	Number of copies required			Cost	
	H	O	F	Unit Cost	€
Gaeilge		N/A	N/A	€2.40	
Gaeilge	N/A			€1.20	
CDeanna Gaeilge				€14.00	
English			N/A	€1.20	
Maths			N/A	€2.40	
Maths	N/A	N/A		€1.20	
History			N/A	€1.20	
Geography (Inc. photo & OS map)			N/A	€2.40	
CSPE			N/A	€1.20	
Religious Education			N/A	€1.20	
French			N/A	€1.20	
French CD			N/A	€14.00	
German			N/A	€1.20	
German CD			N/A	€14.00	
Spanish			N/A	€1.20	
Spanish CD			N/A	€14.00	
Science			N/A	€1.20	
Business Studies			N/A	€1.20	
Music			N/A	€1.20	
Music CD			N/A	€14.00	
Home Economics			N/A	€1.20	
Art, Craft and Design			N/A	€1.20	
Technical Graphics			N/A	€1.20	
Materials Technology (Wood)			N/A	€1.20	
Materials Technology (Metal)			N/A	€1.20	
Technology			N/A	€1.20	

TOTAL COST ¹

LEAVING CERTIFICATE PAPERS

Number of copies required					Cost
Subject	H	O	F	Unit Cost	€
Gaeilge			N/A	€2.40	
Gaeilge	N/A	N/A		€1.20	
CDeanna Gaeilge				€14.00	
English			N/A	€2.40	
Maths				€2.40	
Maths	N/A	N/A		€1.20	
History (Late Modern Period)			N/A	€1.20	
Geography (Inc. photo & OS map)			N/A	€2.40	
Religious Education			N/A	€1.20	
French			N/A	€1.20	
French CD			N/A	€14.00	
German			N/A	€1.20	
German CD			N/A	€14.00	
Spanish			N/A	€1.20	
Spanish CD			N/A	€14.00	
Biology			N/A	€1.20	
Chemistry			N/A	€1.20	
Physics			N/A	€1.20	
Agricultural Science			N/A	€1.20	
Applied Mathematics			N/A	€1.20	
Accounting			N/A	€1.20	
Business			N/A	€1.20	
Economics			N/A	€1.20	
Music (Composing & Listening: Core)			N/A	€2.40	
Music (Listening: Elective)		N/A	N/A	€1.20	
Music CD			N/A	€14.00	
Home Economics (S & S)			N/A	€1.20	
Art: History and Appreciation			N/A	€1.20	
Art: Life Sketching			N/A	€1.20	
Design & Comm. Graphics			N/A	€1.30	
Construction Studies			N/A	€1.20	
Engineering			N/A	€1.20	
Technology			N/A	€2.50	
Politics & Society			N/A	€2.50	
TOTAL COST ²					

Faxing This Order?

Fax **both left and right sides** of this form to 01 830 7464.



Name: _____

School roll no.: _____

School name: _____

School address: _____

LEAVING CERTIFICATE APPLIED PAPERS

Number of copies required			Cost
Subject	No.	Unit Cost	€
Gaeilge Chumarsáideach		€1.30	
CDeanna Gaeilge		€15.00	
English & Communication		€1.30	
English & Communication DVD		€35.00	
Mathematical Applications		€1.30	
Social Education		€1.30	
Social Education CD		€15.00	
French		€1.30	
French CD		€15.00	
German		€1.30	
German CD		€15.00	
Spanish		€1.30	
Spanish CD		€15.00	
Hotel, Catering & Tourism		€1.30	
Office Admin & Customer Care		€1.30	
ICT		€1.30	
ICT CD		€2.50	
Craft & Design		€1.30	
Graphics & Construction Studies		€1.30	
Engineering		€1.30	
TOTAL COST ³			

LEAVING CERTIFICATE VOCATIONAL PAPERS

Number of copies required			Cost
SUBJECT	No.	Unit Cost	€
LCVP — Link Module		€1.20	
LCVP — DVD		€35.00	
TOTAL COST ⁴			

Important Information

Office Hours and Customer Service

Our opening hours are from Monday to Thursday 8 a.m. – 5 p.m. and Friday 8 a.m. – 4 p.m. If you have any questions, contact a member of our team on (01) 808 1494. We have additional telephone lines to ensure a swift response to all of your queries. You can also e-mail your query to info@examcraft.ie – we are committed to answering e-mails within 24 hours.

Points to Note

- You should order your mock examination papers well in advance of your examination start date.
- If possible, please put whole-school orders on a single order form and always include your school roll number.
- Extra teacher copies of examination papers and comprehensive marking schemes will automatically be added to your order free of charge.
- Prices are inclusive of all papers in the exam (Paper I, Paper II & Aural), however CDs and DVDs are sold separately. Prices include VAT at 23%.
- There is a separate order form for the correction of mock examination papers.
- Orders will not be dispatched to private/grinds schools until the end of February.

How to Order Papers

You can order exam papers using one of the following methods:

- Complete this order form and post it with payment. (Or we can invoice you later.)
- Complete this order form and fax it to (01) 830 7464 then forward the original by post. When returning the original order form, please ensure you tick the box 'Have you faxed the order form?' to ensure that your order will not be duplicated.
- Order online at www.examcraft.ie. You can pay by credit card or receive an invoice.

Making a Payment

Please attach your payment to the order form. You can pay by cheque, postal order, bank draft or over the phone with your credit/debit or laser card. You must write your name and the name of your school on the back of any cheques, postal orders or bank drafts.

Note: When returning papers for correction do **not** enclose payment inside the class correction envelope.

Track Your Order

After you place your order, you will be provided with a customer order number by e-mail. You can use this number to track your order status by calling (01) 808 1494. You can track your corrections (not paper orders) online at www.examcraft.ie using the envelope ID numbers.

Checking Your Order

While every effort is made to ensure your order is packed correctly, errors can happen. It is essential that you check your order as soon as it arrives in your school. If there are any errors with your order, contact us immediately and we will dispatch the amendments within 24 hours.

Returning Scripts For Correction

- Each student must put their name, the school's name and their teacher's name on all scripts.
- Ensure you supply all the requested information on the front of each class correction envelope.
- Please dispatch scripts to Examcraft for correction as soon as possible after the examination. It is advisable to use a delivery service which you can track (e.g. registered post or a courier service).

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Glasnevin, Dublin 11, D11 F98N



T: 01 808 1494



F: 01 830 7464



E: info@examcraft.ie



www.examcraft.ie

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