## **Trinity College Dublin Admissions Appeals Form**

*September 2025, Version 1.1*

Applications for admission to Trinity College Dublin are assessed on the basis of the criteria published in the Trinity College Prospectus, on the College website at www.tcd.ie/study/apply/admission-requirements, on the relevant course pages at [www.tcd.ie/courses](https://www.tcd.ie/courses), and in the “Entry requirements criteria for EU/EFTA/UK Applicants” document published in the [Other School Leaving Applicants](https://www.cao.ie/index.php?page=other_leaving&bb=studentresources) section of the CAO.ie. Where places are limited, admission will be offered to applicants deemed to be the most academically suitable. In some cases, places will be offered to applicants in the interests of widening participation or enhancing the diversity of the student body, while maintaining the highest possible academic standard. The University has absolute discretion in all admissions decisions – please refer to the Admissions and Transfer Policy.

An applicant may appeal a decision in relation to their application for admission on one of the following grounds:

1. Where the applicant is of the view that their application has not be processed in line with the published criteria.
2. Where the applicant is of the view that the decision is based on misinterpretation of information and/or documentation submitted as part of the application process.
3. Where the applicant has specific evidence of irregularity in the processing of the application.

The applicant must submit the appeal themselves. Appeals submitted by a third party will not be considered.

The initial appeal must be submitted in writing by email or hard copy using the Admissions Appeal Form (below) along with all relevant supporting documentation, within 20 working days (in the Republic of Ireland) of the date on which the notification of the decision was first sent to the applicant. The appeal must be sent to the Head of Admissions who will review the appeal and respond to the applicant.

If the applicant wishes to appeal the matter further it is passed to the Senior Lecturer/ Dean of Undergraduate Studies or Dean of Graduate Studies as appropriate. The decision of the Senior Lecturer / Dean of Undergraduate Studies or Dean of Graduate Studies is final.

Where an appeal is deemed to be malicious or vexatious, or where false information is submitted, the appeal will not be considered and disciplinary or legal action may be taken as appropriate.

**This form should be completed by the applicant and sent to the Head of Admissions, Academic Registry, Trinity College Dublin, by email to** **rhodson@tcd.ie** **with subject line “TCD Admissions Appeal Form” followed by your name and TCD application/student ID number or CAO application number as appropriate.**

# Applicant Details

|  |  |
| --- | --- |
| Name: | Click or tap here to enter text. |
| Address: | Click or tap here to enter text. |
| Application No[[1]](#footnote-1). or TCD student ID number | Click or tap here to enter text. |
| Phone Number: | Click or tap here to enter text. |
| Email address (as used in application): | Click or tap here to enter text. |

# Grounds for appeal

Please indicate below the grounds on which you are making this appeal.

|  |
| --- |
| You believe your application was not processed in line with the Trinity’s published Admissions criteria. |[ ]
| You believe the outcome of your application is based on misinterpretation of information and/or documentation submitted as part of the application process |[ ]
| You have specific evidence of an irregularity in the processing of your application |[ ]

# Supporting statement

Please provide detail in support of your appeal based on the grounds you have indicated above. Please provide all documentation relevant to or referred to as part of your appeal.

Click or tap here to enter text.

# Declaration and Authorisation

All information provided in this application is accurate, true and correct. I understand that should any of the particulars furnished in this application be found to be false or inaccurate in a material particular, action will be taken to withdraw my appeal and disciplinary action may be initiated. I also authorise Trinity College Dublin to verify the authenticity of any and all documents provided in relation to this appeal.

Name (block capitals): Click or tap here to enter text.

Signature (initials if completed digitally): Click or tap here to enter text.

Date: Click or tap to enter a date.

1. CAO application number or TCD application as appropriate [↑](#footnote-ref-1)