



## Coimisiún na Scrúduithe Stáit

State Examinations Commission

Corr na Madadh, Baile Átha Luain, Co. na hIarmhí, N37 TP65

Cornamaddy, Athlone, Co. Westmeath, N37 TP65

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Circular S01/25

### **IMPORTANT INFORMATION IN RELATION TO ONLINE MARKING, EXAMINATION PAPER DESIGN AND STATIONERY DESIGN 2025**

#### **To the Management Authorities of Post-primary Schools and other Entities recognised by the SEC to hold examinations**

**The purpose of this circular is to provide information on:**

1. Online Marking in Leaving Certificate and Junior Cycle subjects in 2025
2. Information for Candidates
3. Examination Paper Design
4. Examination Stationery Design
5. Appendices
  - Appendix 1 - List of subjects being marked online this year
  - Appendix 2 - Samples of covers of the Leaving Certificate answerbook, Leaving Certificate returnable question-and-answerbook and Junior Cycle returnable question-and-answerbook
  - Appendix 3 – Detail of stationery items which apply to each subject
  - Appendix 4 - Samples of supplementary stationery

School authorities should instruct all Leaving Certificate and Junior Cycle candidates about what to expect in the examinations on foot of the information in this circular including the appendices.

#### **1. Online Marking in Leaving Certificate and Junior Cycle subjects 2025**

The majority of subjects in the **Leaving Certificate and Junior Cycle examinations** are now marked online. In addition for 2025, the following Non-Curricular Leaving Certificate Languages will also be marked online: Bulgarian, Croatian, Czech, Danish, Dutch, Estonian, Finnish, Hungarian, Latvian, Maltese, Modern Greek, Romanian, Slovakian, Slovenian, Swedish and Ukrainian. Please see the full list of online marked subjects in **Appendix 1**.

#### **2. Information for Candidates**

Candidates sitting any of the examinations in subjects which will be marked online should be made aware of the following:

- Candidates are required to write their **Examination number** and their **Date of Birth** in the spaces provided on the front cover of all answerbooks and all stationery returned at the end of an examination session.

As part of the SEC resulting process we check each candidate's examination number against their date of birth, as they have entered it. This is a critical part of the process and **it is imperative that candidates complete their details correctly on each script** so that we can reconcile their information in the online marking system.

- Candidates must complete their responses in blue or black pen. **Coloured pens, gel pens, highlighters or erasable pens must not be used.** The scanning process may not capture what the candidate has written on the page if anything other than blue or black pen is used. **Text not captured in the scanning process will not be visible to the examiner for marking.** Pencils and coloured pencils may be used for completing diagrams and graphs.
- On the Leaving Certificate answerbook candidates must indicate the subject, level and language version (Gaeilge or English) for which the answerbook is being used. To do this they must fully shade in the relevant circles on the cover. Accuracy when completing this is vital to ensure that the script is routed to the correct examiner for marking – see **Appendix 2** for example.
- On the Leaving Certificate answerbook, candidates are required to begin each question on a new page and to clearly write each question number in the space provided.
- Candidates should not use correction fluid (such as *Tippex*) on examination material. Where a candidate makes an error, they should just cross out the error, and continue with their work. This is the case for all subjects, whether they are marked manually or online, as there is a possibility that the cancelled work may merit the award of marks. It should therefore be crossed out but left visible to the examiner.
- Candidates should complete their responses using the spaces provided on the examination paper or in the answerbook as appropriate to the subject to ensure that all of their responses are captured in the scanning process. Anything outside of these areas or in the margins may not be seen by the examiner.

We have also produced a short video containing some of the information outlined above. This can be found at <https://www.examinations.ie/?l=en&mc=ex&sc=e24> under the heading "Information for Candidates". Please encourage all Leaving Certificate and Junior Cycle candidates to familiarise themselves with these details prior to the commencement of the examinations.

Posters and convenient journal-sized stickers containing this information have recently been provided to schools. The Candidate Information video can be viewed by scanning the QR codes, shown below, which are also accessible on the posters/stickers:



### 3. Examination Paper Design

There is no material change to the content of examination papers as a result of them being marked online.

Broadly speaking, there are three different formats of Leaving Certificate examination papers:

1. Examinations consisting of a returnable question-and-answerbook that incorporates all the questions and the spaces for answering them. Where relevant, graph pages and other specialised stationery will be incorporated into the returnable question-and-answerbook.
2. Examinations consisting of a returnable question-and-answerbook that incorporates the short answer questions and the spaces for answering them, as well as the lined pages for answering the longer response questions. The longer response questions themselves are presented in a separate question paper. Where relevant, graph pages and other specialised stationery will be incorporated into the returnable question-and-answerbook
3. Examinations in which the question paper is separate from the answerbook or other stationery used. In these examinations, candidates answer all questions in the Leaving Certificate answerbook.

Samples of the above examination material can be found on [www.examinations.ie/online-marking](http://www.examinations.ie/online-marking).

See **Appendix 3** for a full list of the subjects being marked online that will use a returnable question-and-answerbook, as well as those being marked online that will use the Leaving Certificate answerbook.

At Junior Cycle, all subjects have a returnable question-and-answerbook format. Where graph paper and other specialised stationery is required, this is included in each of the relevant Junior Cycle question-and-answerbooks.

### 4. Examination Stationery Design

SEC-appointed superintendents will be provided with the following stationery products which will be used for all subjects, whether marked online or on paper.

- i. **A 36-page Leaving Certificate answerbook for use in all Leaving Certificate subjects where a separate answerbook is required.**

In addition to the front cover and some instructions on page 2, the answerbook has 34 lined pages.

Candidates must indicate the subject, level and language version on the front cover of the answerbook. Accuracy when completing this is vital to ensure that the script is routed to the correct examiner. Please see **Appendix 2** for a completed sample of the front cover.

- ii. **Supplementary stationery. There are three Leaving Certificate and two Junior Cycle supplementary stationery products.**

#### **Leaving Certificate**

1. A 4-page supplementary answerbook consisting of a **White coloured** cover page and three lined pages for Leaving Certificate.
2. A 4-page supplementary Graph Paper answerbook consisting of a **White coloured** cover page and three pages of graph paper for Leaving Certificate.

3. A 4-page Accounting stationery answerbook consisting of a **White coloured** cover page and three pages of accounting paper for Leaving Certificate.

#### **Junior Cycle**

1. A 4-page supplementary answerbook consisting of a **Green coloured** cover page and three lined pages for Junior Cycle.
2. A 4-page supplementary Graph Paper answerbook consisting of a **Green coloured** cover page and three pages of graph paper for Junior Cycle.

Please see **Appendix 4** for the cover of each of the five supplementary paper products.

**Teachers should not instruct students to request supplementary answerbooks at the start of an examination.** In line with the SEC's longstanding instructions in all examinations, Superintendents will not hand out supplementary answerbooks at the start of the examination and are instructed to provide supplementary answerbooks to candidates only when they have used the space in their main answerbook.

In certain subjects which require the use of the Leaving Certificate answerbook, such as Leaving Certificate Chemistry, Physics, and Engineering, candidates often require the use of graph paper. As the Leaving Certificate answerbook does not contain graph paper, the supplementary graph paper stationery will be made available upon request by the candidate. Similarly, the supplementary Accounting stationery will be made available upon request.

**Samples of all examination material can be found on [www.examinations.ie/online-marking](http://www.examinations.ie/online-marking).**

If you have any queries in relation to any of the information contained in this document, please contact the Online Marking Section via phone on 090 6442476 or via email on [onlinemark@examinations.ie](mailto:onlinemark@examinations.ie).

**Please bring this document to the attention of teachers and particularly to the attention of candidates and parents/guardians. All of the information detailed here, including samples of all stationery products, can also be found on [www.examinations.ie/online-marking](http://www.examinations.ie/online-marking).**

Geraldine Murphy  
Online Marking Section  
State Examinations Commission  
5 February 2025

## Appendix 1 - Subjects to be marked online in 2025

Leaving Certificate	Junior Cycle
Irish	Irish T1
English	Irish T2
Mathematics	English
History	Mathematics
Geography	History
Classical Studies	Geography
French	French
German	German
Spanish	Spanish
Art, Visual Studies	Engineering
Applied Mathematics	Business Studies
Physics	Music
Chemistry	Home Economics
Agricultural Science	Science
Biology	Applied Technology
Engineering	Wood Technology
Accounting	Religious Education
Business	
Economics	
Technology	
Music	
Home Economics	
Religious Education	
Physical Education	
Link Modules (LCVP)	
Politics and Society	

### Non-Curricular Leaving Certificate Languages

Bulgarian	Croatian	Czech	Danish
Dutch	Estonian	Finnish	Hungarian
Latvian	Maltese	Modern Greek	Romanian
Slovakian	Slovenian	Swedish	Ukrainian

**Appendix 2 – Samples of front covers of the Leaving Certificate answerbook, Leaving Certificate returnable question-and-answerbook and Junior Cycle returnable question-and-answerbook**

**(1) Completed front cover of a Leaving Certificate Answerbook**

The example below shows the completed front cover of a Leaving Certificate Answerbook where candidate 269999 whose date of birth is 24<sup>th</sup> November 2006, is taking History at Higher level through the medium of English. Candidates should write their examination number and date of birth in a clear and legible manner using blue or black pen as demonstrated below:

9999X223X9XL

**Leaving Certificate Examination Answerbook**  
**Scrúdú na hArdteistiméireachta: Freagarleabhar**

Shade in fully the circle for the subject, the level, and the language that you are answering through.  
Scátháigh go hiomlán an ciorcal taobh leis an ábhar, an leibhéal, agus an teanga trína bhfreagróidh tú.

Code Cód	Subject Ábhar	Level Leibhéal	Answered through Freagraíodh trí
001	Gaeilge Páipéar 2	Higher Ardleibhéal	English
002 P1	English Paper 1	Ordinary Gnáthleibhéal	Gaeilge
002 P2	English Paper 2		
004	History Stair		
021	Physics Fisic		
022	Chemistry Ceimic		
027	Engineering Innealtóireacht		
032	Accounting Cuntasáíocht		
223	Religious Education Oideachas Reiligiúnach		

Centre Stamp  
Stampa an Ionaid

If your subject is not listed, write the subject name here:  
Mura bhfuil d'ábhar ar an liosta, scríobh ainm d'ábhair anseo:

Examination Number  
Scrúdúimhír: 2 6 9 9 9 9

Date of Birth  
Dáta Breithe: 2 4 / 1 1 / 0 6

For example, 3rd February 2005 is entered as 03 02 05  
Scríobh 3 Feabhra 2005 mar 03 02 05, mar shampla


9999X223X9XL0136

Note: Candidates often make a mistake when completing the “Date of Birth” on the front cover of examination stationery. Instead of inserting their own Date of Birth, they commonly insert either the example date provided (03/02/05) or the date on which the examination is being sat. In order to ensure the accurate and speedy processing of results, great care should be taken by candidates when completing **all** sections on the cover of the examination stationery.

(2) Completed front cover of a Leaving Certificate Returnable Question-and-Answerbook

2025.M14

2025L010A1BL



Coimisiún na Scrúduithe Stáit  
State Examinations Commission

Scrúdú na hArdteistiméireachta 2025 <b>Fraincis</b>  Ardleibhéal  Dé Céadaoin 11 Meitheamh Maidin 9:30 – 12:00  220 marc	Leaving Certificate Examination 2025 <b>French</b>  Higher Level  Wednesday 11 June Morning 9:30 – 12:00  220 marks
---	--

Scrúduimhir  
Examination Number

2	6	9	9	9	9
---	---	---	---	---	---

Dáta Breithe  
Date of Birth



2	4	1	1	0	6
---	---	---	---	---	---

Freagraíodh trí  
Answered through

English	<input checked="" type="radio"/>
Gaeilge	<input type="radio"/>

Scriobh 3 Feabhra 2005 mar 03 02 05, mar shampla  
For example, 3rd February 2005 is entered as 03 02 05


Stampa an Ionaid  
Centre Stamp



(3) Completed front cover of a Junior Cycle Returnable Question-and-Answerbook

2025.S24

2025J004C1EL



Coimisiún na Scrúduithe Stáit  
State Examinations Commission

Junior Cycle Final Examination 2025

History

Common Level

Friday 6 June Morning 9:30 – 11:30

360 marks

Examination Number

Date of Birth       For example, 3rd February 2005 is entered as 03 02 05

Centre Stamp



### Appendix 3 - Detail of stationery items which apply to each subject

1. Leaving Certificate – Examinations being marked online which will use the returnable question-and-answerbook

Subject	Levels	Component
Irish*	Higher, Ordinary & Foundation	Written (paper 1 only)
Mathematics	Higher, Ordinary & Foundation	Written (paper 1 & paper 2)
Geography	Higher & Ordinary	Written paper only
French	Higher & Ordinary	Written & Aural
German	Higher & Ordinary	Written & Aural
Spanish	Higher & Ordinary	Written & Aural
Art, Visual Studies	Higher & Ordinary	Written
Applied Maths	Higher & Ordinary	Written
Agricultural Science	Higher & Ordinary	Written paper only
Biology	Higher & Ordinary	Written
Business	Higher & Ordinary	Written
Economics	Higher & Ordinary	Written paper only
Technology	Higher & Ordinary	Written
Music	Higher & Ordinary	Composing & Listening (Core) only
Home Economics	Higher & Ordinary	Written paper only
Physical Education	Higher & Ordinary	Written paper only
Link Modules (LCVP)	Common	Written paper only
Politics & Society	Higher & Ordinary	Written paper only

\*At Higher and Ordinary levels, Irish paper 1 is a returnable question-and-answerbook, as is the Foundation Level Irish paper.



2. Leaving Certificate - Examinations being marked online and are listed on the front of the Leaving Certificate Examination answerbook are:

Subject	Levels	Component
Irish	Higher & Ordinary	Written (paper 2 only)
English	Higher & Ordinary	Written (papers 1 & 2)
History	Higher & Ordinary	Written paper only
Physics	Higher & Ordinary	Written
Chemistry	Higher & Ordinary	Written
Engineering	Higher & Ordinary	Written paper only
Accounting	Higher & Ordinary	Written
Religious Education	Higher & Ordinary	Written paper only

3. All other Leaving Certificate subjects that are not listed in either table above will also use this Leaving Certificate Examination answerbook. Candidates must insert the name of the subject in the box provided on the front cover and shade in the level and language version. The Non-Curricular Languages being marked online for the first time in 2025 will also use this answerbook.
4. Junior Cycle - all subjects have a returnable question-and-answerbook format.

## Appendix 4 - Samples of supplementary stationery

### Leaving Certificate Supplementary Paper – Front cover

	 9999X199X9XL									
<h1>Leaving Certificate Supplementary Paper</h1>	<h1>An Ardteistiméireacht Páipéar Breise</h1>									
For use in Leaving Certificate Examinations only	Le húsáid i Scrúduithe na hArdteistiméireachta amháin									
<table border="1" style="width: 100%;"><tr><td colspan="2" style="text-align: center;"><b>To be completed by the Superintendent</b> <i>Le comhlánú ag an bhFeitheoir</i></td></tr><tr><td style="width: 50%; text-align: center;">Date of issue <i>Dáta eisiúna</i></td><td style="width: 50%; text-align: center;">Time of issue <i>Am eisiúna</i></td></tr><tr><td style="width: 50%; text-align: center;">Initials <i>Inisealacha</i></td><td style="width: 50%; text-align: center;">Centre Stamp <i>Stampa an Ionaid</i></td></tr></table>		<b>To be completed by the Superintendent</b> <i>Le comhlánú ag an bhFeitheoir</i>		Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>	Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>			
<b>To be completed by the Superintendent</b> <i>Le comhlánú ag an bhFeitheoir</i>										
Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>									
Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>									
Examination Number <i>Scrúduimhir</i>	<table border="1" style="width: 100%;"><tr><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>					
Date of Birth <i>Dáta Breithe</i>	<table border="1" style="width: 100%;"><tr><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%; text-align: center;">/</td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%; text-align: center;">/</td><td style="width: 15%;"><input type="text"/></td><td style="width: 15%;"><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	For example, 3rd February 2005 is entered as 03 02 05 <i>Scríobh 3 Feabhra 2005 mar 03 02 05, mar shampla</i>
<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>			
Subject <i>Ábhar</i>	<table border="1" style="width: 100%;"><tr><td style="height: 30px;"></td></tr></table>									
<b>Candidate Instructions:</b> <ul style="list-style-type: none"><li>• Insert the required details above.</li><li>• Insert this supplementary paper into your main answerbook.</li><li>• Do not fold.</li></ul>	<b>Treoracha don Iarrthóir:</b> <ul style="list-style-type: none"><li>• Cuir isteach na sonraí riachtanacha thuas.</li><li>• Cuir an páipéar breise seo isteach sa phríomh-fhreagarleabhar.</li><li>• Ná fill an páipéar breise seo.</li></ul>									
	 9999X199X9XL0104									



Leaving Certificate  
Graph Paper

For use in Leaving Certificate  
Examinations only

An Ardeistiméireacht  
Grafpháipéar

Le húsáid i Scrúduithe na  
hArdeistiméireachta amháin

To be completed by the Superintendent <i>Le comhlánú ag an bhFeitheoir</i>	
Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>
Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>

Examination Number  
*Scrúduimhir*

Date of Birth  
*Dáta Breithe*

For example, 3rd February  
2005 is entered as 03 02 05  
*Scríobh 3 Feabhra 2005 mar  
03 02 05, mar shampla*

Subject  
*Ábhar*

Candidate Instructions:

- Insert the required details above.
- Insert this graph paper into your main answerbook.
- Do not fold.

Treoracha don Iarrthóir:

- Cuir isteach na sonraí riachtanacha thuas.
- Cuir an grafpháipéar seo isteach sa phríomh-freagarleabhar.
- Ná fill an páipéar breise seo.





Leaving Certificate  
Accounting  
Stationery

An Ardeistiméireacht  
Stáiseanóireacht  
Chuntasaíochta

For use in Accounting only

Le húsáid i gCuntasaíocht amháin

To be completed by the Superintendent <i>Le comhlánú ag an bhFeitheoir</i>	
Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>
Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>

Examination Number  
*Scrúduimhir*

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Date of Birth  
*Dáta Breithe*

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
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For example, 3rd February  
2005 is entered as 03 02 05  
*Scriobh 3 Feabhra 2005 mar  
03 02 05, mar shampla*

Candidate Instructions:

- Insert the required details above.
- Insert this Accounting stationery into your main answerbook.
- Do not fold.

Treoracha don Iarrthóir:

- Cuir isteach na sonraí riachtanacha thuas.
- Cuir an stáiseanóireacht Chuntasaíochta seo isteach sa phríomh-freagarleabhar.
- Ná fill an páipéar breise seo.





# Junior Cycle Supplementary Paper

# An tSraith Shóisearach Páipéar Breise

For use in Junior Cycle Examinations only

Le húsáid i Scrúduithe  
na Sraithe Sóisearaí amháin

To be completed by the Superintendent <i>Le comhlánú ag an bhFeitheoir</i>	
Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>
Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>

Examination Number  
*Scrúduimhir*

Date of Birth  
*Dáta Breithe*

For example, 3rd February  
2005 is entered as 03 02 05  
*Scríobh 3 Feabhra 2005 mar*  
*03 02 05, mar shampla*

Subject  
*Ábhar*

**Candidate Instructions:**

- Insert the required details above.
- Insert this supplementary paper into your main answerbook.
- Do not fold.

**Treoracha don Iarrthóir:**

- Cuir isteach na sonraí riachtanacha thuas.
- Cuir an páipéar breise seo isteach sa phríomh-fhreagarleabhar.
- Ná fill an páipéar breise seo.





# Junior Cycle Graph Paper

For use in Junior Cycle Examinations only

# An tSraith Shóisearach Grafpháipéar

Le húsáid i Scrúduithe  
na Sraithe Sóisearaí amháin

To be completed by the Superintendent <i>Le comhlánú ag an bhFeitheoir</i>	
Date of issue <i>Dáta eisiúna</i>	Time of issue <i>Am eisiúna</i>
Initials <i>Inisealacha</i>	Centre Stamp <i>Stampa an Ionaid</i>

Examination Number <i>Scrúduimhir</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Date of Birth <i>Dáta Breithe</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <small>For example, 3rd February 2005 is entered as 03 02 05 Scríobh 3 Feabhra 2005 mar 03 02 05, mar shampla</small>
Subject <i>Ábhar</i>	<input type="text"/>

**Candidate Instructions:**

- Insert the required details above.
- Insert this graph paper into your main answerbook.
- Do not fold.

**Treoracha don Iarrthóir:**

- Cuir isteach na sonraí riachtanacha thuas.
- Cuir an grafpháipéar seo isteach sa phríomh-freagarleabhar.
- Ná fill an páipéar breise seo.

