

# Completing your Post Primary application on eaconnect

## Quick Guide

**EA Connect opens for Post Primary Applications on Tuesday 28 January 12 noon.**

Please note this is not on a first come first served basis and schools will allocate places after the applications closing date on **Thursday 20 February 2025 at 12 noon**. Please ensure you read the admissions criteria for each school you wish to consider. Useful support guides and videos are available on [www.eani.org.uk/admissions](http://www.eani.org.uk/admissions)

Please note: Parents who previously used EA Connect for a pre-school/school application or where a parent has used EA Connect for Transport Services or Free Meals and Uniform can login with their existing email address and password.

How to apply for the first time via EA Connect

→ **Click on the 'Apply Now' link on the EA website to go to EA Connect and Register**

- **Click on the emailed link to verify your account.**
- **Log in and confirm the data protection statement. Please ensure you select 'Admissions' to move forward with an application.**
- **Click 'Add Child' to enter your child's details and save.**
- **Click 'Apply Now'.**
- **Enter your child's current Primary school.**
- **Enter your Post Primary school choices and include all relevant information relating to each school's criteria (we recommend that you list at least 4 schools, including at least 1 non-grammar school).**
- **Depending on the schools you have chosen, additional questions may be presented, answer questions as appropriate.**
- **Upload your child's birth certificate and any other supporting documents requested in the criteria of any of your school preferences.**
- **Check all details on the Application Summary (you can select 'edit' to change any details from here).**
- **Click 'Continue', confirm the Terms and Conditions and 'Submit'. You will receive email confirmation that your application has been submitted.**
- **After submission you can log in to view or edit your child's application up until 12 noon on Thursday 20 February 2025.**



**Don't forget to upload all supporting documents!**

**You have until 12 noon on Thursday 20 February to make any changes and submit your application.**

If you are experiencing any technical difficulties with your application online, please email [digital@eani.org.uk](mailto:digital@eani.org.uk). For all other admission queries, please visit [www.eani.org.uk/admissions](http://www.eani.org.uk/admissions) or contact the Admissions helpdesk on 028 9047 0177 or email [postprimaryadmissions@eani.org.uk](mailto:postprimaryadmissions@eani.org.uk)

EA Connect is developed through the [EdIS programme](#) and will be home to several key services delivered by EA to support schools and families.