

Options for Students with Outstanding Modules Academic Year 2023 /2024

Information on repeating options available to students

This document contains information relating to:

- Repeating failed modules as a current TUS student in the Autumn Exam Session
- Application to sit examination(s) as an External Candidate (former TUS student)
- Application to Repeat and Attend (Retake)
- Progress and Carry

Application to repeat failed modules as a Current Student

Semester 1 Exam Session (December)

Students who have been unsuccessful after Semester 1 will need to wait until after the release of Semester 2 exam results to apply to repeat in the Autumn Exam session (August).

This is an online application found on Banner only and the link to apply will be visible on the results page of your Banner9 Account after the 14th of June.

Semester 2 Exam Session (April/May)

Students who have been unsuccessful after Semester 2 must apply for Autumn repeat exams online. If you have been unsuccessful in any module(s), then a **Re-Apply** link will appear underneath the listing of exam results. You can complete the registration process by clicking on this link and following the instructions carefully.

This is an online application found on Banner only and will be available after the 14th of June.

Cost to Repeat Exams in Autumn:

€150 – regardless of the number of modules to be assessed.

Application to sit examination(s) as an External Candidate.

Application to re-sit failed modules as a non-attending, external student must be submitted through the link provided below:

[External Application Repeat Module Application Form Academic Year 2023/24 \(office.com\)](https://office.com)

Once your application is processed you will be contacted regarding payment. Payment will be required by credit/debit card.

Application closing dates:

Semester One	13 th October
Semester Two	1st March
Repeat Exams/August	5 th July

Late Application

Late application is made through the exams office and will only be approved if:

- An exam paper is available
- The exam is listed on the relevant timetable
- There is sufficient capacity in the exam centre

Fee: €150 per semester.

You are not considered a Registered Student until your fees have been paid in full.

Application to Repeat and Attend (Retake)

Due to Programmatic Review, some modules a student has previously attempted may have changed, therefore the student must discuss with their Faculty Office the modules to be attempted before completing the form.

You can download the Repeat and Attend forms from the exams webpage or request them at the student enquiry desk.

Applications to repeat and attend **MUST** be approved by the relevant Head of Department and a copy of examination results must accompany the form. Students, in consultation with their Faculty Office, must ensure they have listed the correct subjects to be repeated.

A student availing of this option is liable for both the student contribution fee and tuition fees, this fee is calculated on the number of credits per module. The undergraduate repeat and attend fee guide is available under the fees section of the website.

Once the application has been processed, the student will receive an email from the Exams Office inviting them to register online. Payment of at least half the fee applicable is mandatory at this stage of the process.

Please note: Students who register to attend (retake) modules and also register to repeat modules externally (resit) will be liable for the repeat and attend fee plus the €150 per semester external repeat fee.

Progress and Carry (into Academic Year 2023 / 2024)

Eligible students will receive confirmation via their TUS student email account. ***Please be aware you must repeat the Modules being carried at the next available sitting within the 2023/2024 Academic Year.***

The following criteria applies:

Where practicable, a Stage 1 student who has failed no more than 10 ECTS Credits may carry these failed Credits to Stage 2 on the conditions that:

- (a) A maximum of 10 ECTS Credits can be carried to Stage 2
- (b) The student attempted the original and repeat examination for the failed module(s)
- (c) The failed module(s) result for all credits carried is not Failed Element.
- (d) The failed module(s) are not prerequisites for module(s) for the subsequent stage

A student may carry a maximum of 10 ECTS Credits to Stage 3 from the preceding Stage on the conditions that:

- (f) Stage 1 modules have been successfully completed
- (g) The student attempted the original and repeat examination for the failed module(s)
- (h) The failed module(s) result for all credits carried is not Failed Element.
- (i) The failed module(s) are not prerequisites for module(s) for the subsequent stage

A student may carry a maximum of 10 ECTS Credits to Stage 4 from the preceding Stage on the conditions that:

- (k) Stage 2 modules have been successfully completed
- (l) The student attempted the original and repeat examination for the failed module(s)
- (m) The failed module(s) result for all credits carried is not Failed Element
- (n) The failed module(s) are not pre-requisite for modules for the subsequent stage.

Carry-over of credits is facilitated by TUS within the limitations of pre-requisite and corequisite requirements, repeat attendance requirements, and scheduling. The Technological University cannot guarantee repeat attendance and is not obliged to facilitate the repeat module arrangements.

Not all modules are eligible to be carried and are subject to approval. Students may attend classes for the carried module where their timetable allows.

Fee to Progress and Carry:

5 credits - €225
10 credits - €400

The fee to carry forward this module is not covered by your grant. You must pay this element off the overall fee in full before completing online registration. Payment of the €100 material fee is also due for payment in full at this time.

If you do not receive an email within two weeks of the exam results being issued contact examinations.midlands@tus.ie.