

Options for Students with Outstanding Modules

Information on repeating options available to students

Application to repeat as a current student

Semester 1 Exam Session (December)

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

This is an on line application **only** and will be available from 9th June.

Semester 2 Exam Session (April/May)

After the summer exam session students 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.

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:

[Repeat module application form for external candidates](#)

Once your application is processed you will be contacted by email to confirm your registration.

Application closing dates:

Semester One	16th October
Semester Two	1st March
Repeat Exams/August	9th 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

Application to Repeat and Attend (Retake)

A Repeat and Attend Application Form must be completed. You can download the Repeat and Attend forms from the following link or request them at the student enquiry desk.

<https://www.ait.ie/life-at-ait/registry/examinations>

Applications to repeat externally MUST be approved by the relevant Head of Department and a copy of examination results must accompany the form. Students 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 also available under the fees section using above link.

Once the application has been processed online registration will be available for students to register.

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 €100 per semester external repeat fee.

Progress and Carry

Eligible students will receive confirmation via their student email account before online registration opens.

The following criteria applies:

- You can only carry forward a maximum of 10 credits. (1 x 10 ECTS module or 2 x 5 ECTS module)
- You cannot apply across award years – e.g: from a Higher Certificate to a Bachelor Degree.
- A module can only be carried into the following year. e.g: first year to second year.
- The fee to carry forward a module is €175.00. This is not covered by your grant.

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

The fee to carry forward this module is €175.00 which 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 exams@ait.ie.