

Options for Students with Outstanding Modules

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 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 online application **only** and will be available after release of Semester 2 results.

Semester 2 Exam Session (April/May)

After the summer exam session students must apply and pay 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 **only** and will be after the release of Semester 2 results.

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 2022/23 \(office.com\)](#)

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

Application closing dates:

Semester One	14 th October
Semester Two	3 rd March
Repeat Exams/August	7 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: €120 per semester. Where late application is approved, an additional fee of €50 will apply.

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.

[Repeat Student Admission Form \(ait.ie\)](#)

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 €120 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:

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

- (i) A maximum of 10 ECTS Credits can be carried to Stage 2
- (ii) The learner attempted the Summer and Autumn Examination for the failed module(s)
- (iii) The learner holds a mark of not less than 25% in the failed module(s)
- (iv) The failed module(s) result for all credits carried is not Failed Element (FE).
- (v) The failed module(s) are not prerequisites for module(s) for the subsequent stage

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

- (i) Stage 1 modules have been successfully completed
- (ii) The learner attempted the Summer and Autumn Examination for the failed module(s)
- (iii) The learner holds a mark of not less than 25% in the failed module(s)
- (iv) The failed module(s) result for all credits carried is not Failed Element (FE).
- (v) The failed module(s) are not prerequisites for module(s) for the subsequent stage

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

- (i) Stage 2 modules have been successfully completed
- (ii) The learner attempted the Summer and Autumn Examination for the failed module(s)
- (iii) The learner holds a mark of not less than 25% in the failed module(s)
- (iv) The failed module(s) result for all credits carried is not Failed Element (FE)
- (v) The failed module(s) are not pre-requisite for modules for the subsequent stage.

Carry-over of credits is subject to reasonable accommodation by the TU within the limitations of pre-requisite and co-requisite 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. 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 exams@ait.ie.