

BSocSc Stage 3 Mid-year progressors, Jan 2017 (entered Stage 3 in January 2017 and have attempted less than 50 credits at Stage 3)

****Please ensure that you always consult the online version of this document, as additional information may be added up to the close of Online Registration.**

Note: Please contact the [Student Desk](#) for information about fees and grants.

When do I register?

Book your Registration Start Time from Wednesday 2 August 2017 at 12.00 noon (closes at 10.00am on 3 August).

Confirmation of your Start Time for module registration will be sent to your UCD email.

What should I register to?

You will be registering to the modules necessary to complete your Stage 3 requirements. The modules that you need to select will be determined by the modules that you have already passed at Stage 3. You selected some of your Stage 3 modules last year, and now need to select the remainder.

Selecting your modules

Students are required to complete 60 credits in Stage 3.

- If you are taking a Joint Major, you will complete 25 credits in each subject.
- If you are taking a Major with Minor, you will complete 30 credits in your Major and 20 credits in your Minor.

The remaining 10 credits are made up of electives. These can be taken from within your degree subjects (in-programme electives), or from outside (general electives). Stage 3 modules that you completed in Semester 2 2016/17 contribute to meeting your Stage 3 requirements. Now you need to complete whatever is left in Stage 3.

Core Modules: When you progressed to Stage 3 in January 2017, you selected Semester 2 Stage 3 cores. You will now need to select your Semester 1 Stage 3 cores (if you have not already completed them). Core modules must be completed in order to satisfy subject, stage and degree requirements. You will also see Semester 2 Stage 3 cores in Online Registration, but if you completed all Stage 3 core requirements from Semester 2 2016/17 last year, your Stage 3 Semester 2 core module registration is complete. If you are unsure you can check whether you met your Level 3 core requirements by consulting the [Curriculum Archive](#). For instructions, see [COURSE SEARCH STEP-BY-STEP GUIDE](#).

Option Modules: You will then be required to select your remaining programme credits from a list of option modules, bringing you up to the required credits for each subject of your degree. You will be able to register to options via the Core/Options tab in Online Registration. In some cases subjects may have more than one list of options from which you must choose. SIS Web will indicate how many option modules you need to take from a particular group. If you have already completed option modules during 2016/17, then this will reduce the number of options that you need to

complete. This information is also available on the [Course Search](#) ([how to use Course Search](#)). If you still have queries, you should [contact the relevant School](#). You can also check whether you met your Stage 3 option requirements by consulting the [Curriculum Archive](#). For instructions, see [COURSE SEARCH STEP-BY-STEP GUIDE](#).

Elective Modules: Stage 3 students select two electives in total, which are chosen via the Electives tab in Online Registration. If you wish to take electives within your degree subjects you should search using the 'In-programme elective' facility; if you wish to go outside your degree subjects, you should search using the 'General elective' facility. If you already selected one elective in Semester 2 2016/17, you are now only required to complete one further elective at Stage 3 in Semester 1 2017/18. If you already completed both of your Stage 3 electives, then your Stage 3 elective registration is complete.

Having registered to core/option/elective modules, you will then need to register to tutorials/seminars if required, on the Labs/Tutorials page on your SIS Web.

I have failed a module/modules. How do I make up the credit?

If you failed a module/modules in 2016/17, you can repeat or resit the module(s) as appropriate. For further information on fee implications and registering to repeats/resits, please [click here](#).

If the failed module is an **elective**, you may substitute it, if

- There are places available,
- It is compatible with your timetable, and
- You satisfy any pre-requisite requirements.
 - Log into Online Registration and go to the **Repeats/Subs/Transf Tab**.
 - If you have already registered to the repeat or resit then go to the module on the page and click Drop Module beside it.
 - Go to the **Electives tab** to pick a substitute, ensuring you assign it to the correct stage.

Please note that substituting a module brings additional fee implications. You can [check the cost of substitute modules](#) on the UCD website.

Can I substitute a Stage 3 option module that I have failed?

If the failed module is an **option**, you may substitute it, if

- There are places available in the new module, and
- You still meet the requirements of your subjects.

If you are registered to the resit/repeat for the failed module, drop this on the **Repeats/Subs/Transf Tab**. You can substitute a Stage 3 option online through your Core/Options tab on SIS Web. Certain subject areas require you to take a number of option modules from within a particular list, so you must ensure that your chosen substitute module meets these requirements.

Please note that substituting a module brings additional fee implications. You can [check the cost of substitute modules](#) on the UCD website.

Can I substitute a Stage 3 core module that I have failed?

It is not possible to substitute a core module. You must repeat/resit the module as appropriate.

What do I need to know about degree compliance?

It is important to understand that by the time you reach the end of your degree, your 180 credits must meet the degree requirements as set out in the UCD Academic Regulations. Please remember that you must take responsibility for this – your module choices will not be checked by anyone else.

To ensure degree compliance, by the **end of Stage 3**, you must be in a position to have:

Completed sufficient Level 2 and Level 3 credits overall to satisfy University requirements, i.e.:

- No more than 80 credits may be from Level 1 or below modules, of which no more than 10 may be at Level 0.
- At least 100 credits must be from modules at Level 2 or above.
- Within that 100 credits, at least 40 credits must be from modules at Level 3 or above.

This is a University Regulation from which students cannot be exempted.

Please note that in the event of a student finding themselves with insufficient Level 2 or 3 credits at the end of Stage 3, no special arrangements will be possible.

You must also have:

- Completed sufficient credits overall (180 credits for BSocSc)
- Completed sufficient credits in your subjects to satisfy the requirements of your degree. You see this information when you check the [Course Search](#) ([how to use Course Search](#)), described previously
- Completed all core modules
- Satisfied any subject option rules

Please note that the requirements listed above will apply to your entire degree, and not just in Stage 3.

How will my degree GPA be calculated?

BSocSc Programmes: Final and penultimate stages (equally weighted) – based on all modules, including elective modules, which the student completed and passed to satisfy the credit requirements of the final and penultimate stages of the programme.

PLEASE NOTE: Check that you have completed all of your Stage 1 and Stage 2 credit requirements. If you have outstanding Stage 1 credits, which are not required for your degree subjects, you should repeat, resit or substitute, as appropriate. To take a substitute module in order to complete a Stage 1 deficit, you should choose it as an elective and assign it to Stage 1. If you have outstanding Stage 2 credits, you should repeat, resit or substitute, as appropriate. If it is core credit deficit in Stage 2, you must repeat or resit, as appropriate. If it is option or elective credit deficit in Stage 2, you may repeat, resit or substitute, as appropriate. If you need clarification, you should speak with the relevant School or contact the Programme Office.