Repeat BA Stage 2 (attempted at least 60 credits at Stage 2, but have earned less than 50 credits at Stage 2; or have earned less than 110 credits over Stages 1 or 2)

**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.

When do I register?

Book your Registration Start Time from Thursday 10 August 2017 at 12.00 noon (closes at 10.00am on 11 August).

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

What should I register to?

Check your UCD Connect email account for the start time that you booked. You can pick modules from this time onwards.

You will need to register to sufficient credits to allow you to complete Stage 2. To earn sufficient credit to complete Stage 2, you will need to resit/repeat/substitute modules that you failed in Stage 2. (In addition, if you have any outstanding Stage 1 credits, you should complete that credit this year too.)

Students are required to complete 60 credits in Stage 2.

- If you are taking a Joint Major, you will complete 25 credits in each subject.
- If you are taking a Single Major, you will complete 50 credits in your subject.

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).

- If you failed a module at Stage 2 you may have a resit or repeat in Semester 1 (2017/18)
  - If your module is being taught in Semester 1 2017/18 then you can repeat it (normally attending all lectures, tutorials etc., and doing all assessments)
  - If your module is not being taught in Semester 1 2017/18 and you made a full attempt at the module in Semester 2 2016/17, then you may be offered a Semester 1 2017/18 resit opportunity e.g., an in-semester assessment
  - Not all modules offer a resit. Where resits are not offered, you will need to repeat the module when next offered or substitute it, if possible
- To see if the module offers a repeat or a resit use the Course Search to find it and look at the 'What happens if I fail?' section of the module description.
- Currently, repeats and resits both cost €230 per 5 credit module.

How do I register to a repeat/resit in Semester 1 2017/18 if it is being offered?

- Log into SISWeb, click on Enter Registration Process and go to the Repeats/Subs/Transf Tab (in Module Registration)
- Look for the module(s) you want to repeat/resit and click on Select as Repeat/Select as Resit

What happens if a resit is not available to me?
Use the Course Search to find your module and look at the 'What happens if I fail?' section of the module description. If a resit is not offered your options are to re-attend (repeat) the module or substitute, if the module is not a core.

If you require advice you should [contact the relevant School](#).

Can I substitute a Stage 2 elective module that I have failed?

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.

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 2 option module that I have failed?

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

- There are places available in the module, and
- You meet the subject requirements.

If you are registered to the resit/repeat for the failed module, drop this on the **Repeats/Subs/Transf Tab**. You will need to come to the Programme Office to be manually registered to the substitute option module. You can do this from **Thursday 24 August**. Prior to attending you must check that the substitute module will fit in with your timetable. You can check the scheduling of modules via the [General Reference Timetable.](#) We also recommend that you have a number of possible options, in case there are no places available in your first choice. 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 2 core module that I have failed?

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

Can I take Stage 3 modules in advance while repeating Stage 2?

It may be possible to take a limited number of Stage 3 modules in advance while you are repeating Stage 2, provided that you meet any pre-requisites and that the Stage 3 modules are compatible with your timetable. However you should be careful not to take on too many modules as this may have a negative impact on your performance. You should seek academic advice from your School.

How do I register to Stage 3 modules in advance?

Click on the Next Stage tab in Online Registration. Here you will see a list of all modules offered in your subjects at Stage 3. As the Next Stage tab does not distinguish between core and option

modules, you must seek advice on the modules you choose. You should seek academic advice from your School. Further information on the Stage 3 structure in your subject area is available in the [Course Search](#).

Can I progress to Stage 3 in Semester 2 (mid-year progression)?

If you have earned at least 50 credits at Stage 2 (and at least 110 credits over Stages 1 and 2) you may progress to Stage 3 in Semester 2. Alternatively, you may wish to apply for a Leave of Absence for Semester 2 and commence Stage 3 in September 2018. You will receive further information about mid-year progression in December.

What are the implications for Fees and Grants because of my planned registration?

It is strongly advised you find this out. Please contact the [Student Desk](#) with all questions on fees and grants.

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, (that is the end of Stage 3 for BA students and Stage 4 for BA International students), your 180 credits (for BA)/240 credits (for BA International) 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 3/4,** 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 3/4, no special arrangements will be possible.

You must also have:

- Completed sufficient credits overall (180 credits for BA, 240 credits for BA International)
- Completed sufficient credits in your subjects to satisfy the requirements of your Single Subject Major/Joint Major. You see this information when you check the Course Search, described previously
- Completed all core modules
- Satisfied any subject option rules

Please note that you will not be able to meet all of the requirements listed above during Stage 2, but you will be required to have met them by the end of your degree.

How will my degree GPA be calculated?

BA 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.

BA International Programmes: Final and penultimate UCD stages (equally weighted) - based on all UCD modules, including elective modules, which the student completed and passed to satisfy the credit requirements of the final and penultimate UCD stages of the programme (i.e. Stage 2 and Stage 4).