



SETU Carlow Repeat Learner

This document details the guidelines for a Repeat Learner student for SETU Carlow.

What is a Repeat Learner?

1. Repeat Learner Definition

A Repeat Learner is categorised as a student who has outstanding modules from previous years and will:

1. Have full access to the academic resources of the University including, Library and Blackboard.
2. Have the right to engage with lecturers as appropriate.
3. Have the right, but not the obligation, unless specified on the Approved Course Schedule, to attend lectures if practical to do so.
4. Pay a fee of €200 per 5 credit module, which is less than the full credit cost of attending to recognize that the Repeat Learner category is intended to foster engagement rather than full attendance at the University.
 - a. Semester fees can be paid by semester. e.g. Pay the full amount for semester one modules and then return in January to pay the fee for semester two modules.
 - b. Autumn sitting - students who have failed a module on which they were registered in either Semester 1 or Semester 2 of the current academic year, pay a total fee of €150 for all of their failed modules. If the student does not register by the early October deadline for their repeat module and waits to register until the summer for the autumn sitting, they will still be charged the €200 per 5 credit module.
 - c. Students wishing to repeat a Postgraduate Taught Masters thesis must contact the Admissions Office (admissions.cw@setu.ie). The fee to repeat a Postgraduate Taught Masters Thesis is as per the advertised Postgraduate Fees.

2. Repeat Learner Registration

1. There are 4 ways to register as a Repeat Learner- described below:
 - a. Students can register for repeat modules online via the student portal. SETU Carlow students can only register online after Semester 2 (Summer) exams for Autumn repeats and only if they have failed modules in the Summer sitting.
 - b. If a student registers to repeat during the academic year they need to complete a form, which can be requested from the Examinations Office.
 - c. Students who are allowed to Progress are administered by Faculty Offices and this information is sent to the Admissions Office with all modules to be repeated. Most of these are exam only i.e. €200/5 credits. NB. Some (Engineering Dept) students have pro rata fees.)
 - d. Students admitted via the SETU Carlow International Office must contact the International Office regarding Repeat Learner registration.

NB. Students registering to repeat modules must do so before the first Friday in October to facilitate exam scheduling. This deadline comes into effect in Carlow for 2024/2025.

2. A student may register on their programme of study only, or register on their programme of study with the modules they are carrying into the new academic year. It is recommended that if they sat failed modules in the Autumn Examination session, they should then await their Autumn Examination results before registering for their previously failed modules.
3. If a student wants to register before the October deadline for their failed modules but do not want to sit some/all of their failed modules until the Autumn Examination session they must still register for the modules they wish to sit in the current academic year including those repeat modules that they intend sitting in the Autumn Examination session by the October deadline.
4. Note that SETU Carlow cannot facilitate registration for Autumn repeats before the June result release.
5. To defer a Repeat Learner module to the Autumn Examination sitting they must:
 - a. Contact their faculty office
 - b. If successful, a deferral will be granted at the Semester 1 or Semester 2 Exam Board

NOTE 1: This opportunity to defer is only applicable to a Repeat Learner module in the current academic year.

3. Repeat Learner Terms and Conditions for SETU Carlow:

No.	Terms & Conditions
1	First attempt in academic year fee is €200 per 5 credit module. Second attempt (Autumn) in academic year see NOTE below. EXCEPTION: Repeat of a Postgraduate Taught thesis is a per credit module fee as per advertised Postgraduate Fees
2	Student must sit current equivalent module from Approved Programme Schedule where possible in the current transition.
3	Repeat Category applies to all* students of the University on Levels 6, 7, 8, 9 and 10 <i>* excluding students who are admitted via the International Office</i>
4	Student has access to academic University resources e.g. Library, Blackboard
5	Repeat Fees can be paid in instalments in line with the Student Contribution payment schedule
6	Registration for outstanding modules must be complete by early October each academic year to ensure the student engages with and benefits from University resources.
7	If a student does not intend to sit all repeat modules in S1 or S2, the student can request to defer the repeat modules(s). The opportunity to defer using this process is only available in S1 or S2 in the academic year of Registration
8	Registration for outstanding modules from the previous academic year must be completed online. Registration for outstanding modules from years other than the previous academic year can only be completed by contacting the Examinations Office (examinations.cw@setu.ie).
9	Inaccurate or late registration has assessment, examinations and other implications
Note	<i>Carrying credits is a valuable concession for students; students are expected to work around any timetable issues. Timetables cannot be amended to accommodate clashes for individuals carrying credits.</i>

NOTE:

In 2024/2025 the Autumn exam fee revert to a €150 charge regardless of the number of credits/modules.

4. Repeat Learner Types – Examples –

TYPE	DESCRIPTION	PROCESS
Type 1 Allowed to Progress	Fails 10 credits Pays €200 per 5 credit module in S1 Sits in S1 and S2 (Repeat Attempt 1)	Outcome 1 – student sits and passes exams Outcome 2 – student sits and fails exam/s, pays Autumn exam fee and sits in Autumn (Repeat Attempt 2) – (may also have modules to repeat from current year of programme)
Type 1 Request to Defer	Fails 10 credits Pays €200 per 5 credit module in S1	Does not intend to sit all modules in S1 or S2. Requests to defer sitting of all/some repeat module(s). Modules ‘Deferred’ to Autumn (Repeat Attempt 1)- does not pay repeat Autumn fee
Type 2 Not Allowed to Progress	Fails more than 10 credits and is not allowed to progress. Student pays €200 per 5 credit module in S1 Sits in S1 and S2 (Repeat Attempt 1)	Outcome 1 – student sits and passes exams Outcome 2 – student sits and fails exam/s, pays Autumn exam fee and sits in Autumn (Repeat attempt 2)
Type 2 Request to Defer	Fails more than 10 credits and is not allowed to progress. Student pays €200 per 5 credit module in Semester 1.	Does not intend to sit all modules in Semester 1 or Semester 2 Requests to defer sitting of all/some repeat module(s). Modules ‘Deferred’ to Autumn (Repeat Attempt 1) – does not pay Autumn exam fee for deferred module. May also need to pay Autumn exam fee for subjects sat in Semester 1 and Semester 2 and failed.
Type 3 Not Allowed to progress and did not register in Semester 1 for failed modules	Student who contacts University in June and wishes to enter for Autumn Student pays €200 per 5 credit* module	Contact Examinations Office who will issue registration instructions detailing fee of €200 per 5 credit module. *Note: Exceptions may apply where minimum attendance is required

NOTE:

*In 2024/2025 the Autumn exam fee reverts to a €150 charge regardless of the number of credits/modules.