**Technological University Dublin**

External Repeat Authorisation Form

**PLEASE NOTE: A COPY OF YOUR EXAM RESULTS MUST BE SUBMITTED WITH THIS FORM**

1. **STUDENT NUMBER (FILL IN THE BOXES CLEARLY).**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |

1. **FIRST NAME AND SURNAME IN BLOCK CAPITALS.**
2. **CURRENT ACADEMIC INFORMATION.**

|  |  |  |
| --- | --- | --- |
| Academic Session (e.g. 2020/2021): 20 / | Programme Code: | Year/ Stage: |

1. **REQUIRED MODULE INFORMATION**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Module Title | CRN | ECTS  Credits |  | Module Title | CRN | ECTS  Credits |
| 1 |  |  |  | 7 |  |  |  |
| 2 |  |  |  | 8 |  |  |  |
| 3 |  |  |  | 9 |  |  |  |
| 4 |  |  |  | 10 |  |  |  |
| 5 |  |  |  | 11 |  |  |  |
| 6 |  |  |  | 12 |  |  |  |

Student Signature Date

1. **READ THIS SECTION CAREFULLY**

Students should ensure that it is possible for them to repeat externally before completing this form (i.e. the modules being repeated do not require attendance in class or labs. A requirement to attend class or labs will mean the module(s) must be repeated internally).

Submit the completed form to the Registrations Office, Room R002, Rathdown House, Grangegorman, Dublin 7 or scan and email directly to [repeats.city@tudublin.ie.](mailto:repeats.city@tudublin.ie.)

**EXTERNAL REPEAT FEE**

**Applications submitted by 31st October the fee is €300.**

**Fees for International repeat students will be calculated as per the International Fee Policy Section 6.**

PAYMENT INFORMATION

Payments can be made using a debit or credit card. Cash Payments cannot be accepted. Repeat students are encouraged to apply to repeat externally at the very next available sitting/assessment and to submit their application no later than 31st October. Due to space restrictions in exam halls, TU Dublin cannot guarantee that repeat students can be accommodated at the supplemental (Autumn) sittings.

Student Services will need to amend your Student Record for the current session on receipt of this form so students

should ensure that all information is correct.

1. **OFFICE USE**

|  |  |
| --- | --- |
| Student Service Staff  Checked by: Date | Setup by: Payment Received |