



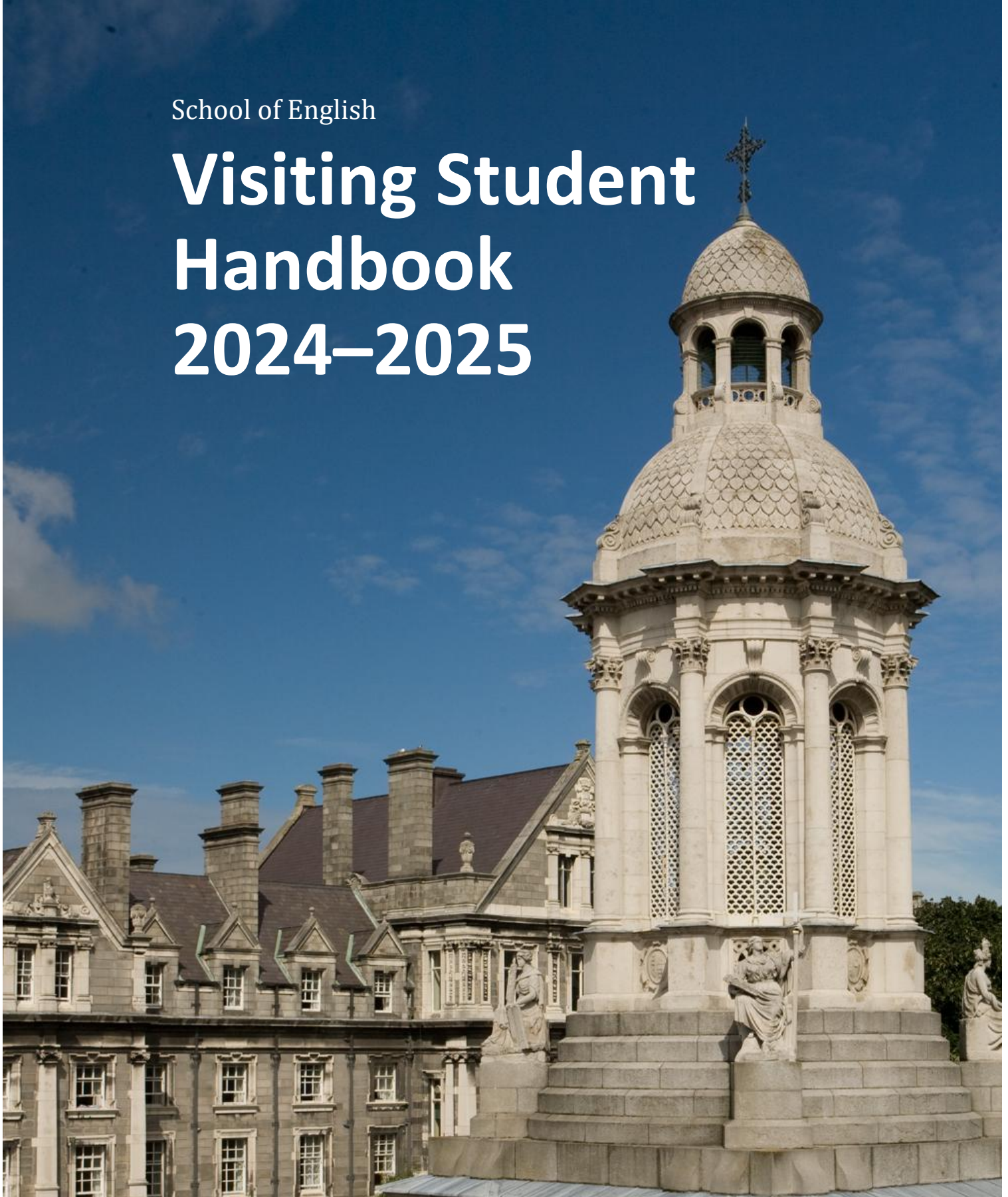
Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

School of English

Visiting Student Handbook 2024–2025



Contents

CONTACTS.....	4
USEFUL WEBSITES.....	4
General Introduction	5
E-mail Protocol for students	6
Teaching.....	7
Module (Course) Registration.....	7
Changing Modules	8
Blackboard	8
Lectures.....	8
Tutorials	8
Teaching at Sophister Level	9
Timetable	9
Books.....	9
Trinity Libraries	9
Reading lists	9
Attendance.....	9
Michaelmas Term 2024: Important Dates.....	10
Hilary Term 2024: Important Dates	10
Modules available to Visiting Students.....	10
Fresher Modules	10
MICHAELMAS TERM Fresher Modules	10
HILARY TERM Fresher Modules	Error! Bookmark not defined.
Fresher Module Assessment.....	10
Sophister Modules	11
Sophister Assessments.....	12
Marking System	12
Failing Essay Grades.....	13
Failing Exam Grades.....	13
Extensions	13
University regulations on Plagiarism	14
Disability Awareness and Support	16
Academic Year Calendar (2024-25)	18
Academic Staff	21

Important - it is the responsibility of students to acquaint themselves with and abide by the contents of this handbook. Failure to do so may affect your results.

CONTACTS

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USEFUL WEBSITES

School of English: <https://www.tcd.ie/English/international/visiting/>

Examination Papers: <https://www.tcd.ie/academicregistry/exams/past-papers/annual/>

Oscar Wilde Centre: <https://www.tcd.ie/OWC/>

Welcome Guide: <https://www.tcd.ie/study/assets/PDF/WelcometoTrinity2023.pdf>

TCD Global Room: <https://www.tcd.ie/study/international/student-experience/global-room/>

International Study Abroad Office: <https://www.tcd.ie/study/study-abroad/>

Academic Registry: <http://www.tcd.ie/academicregistry/service-desk/>

Your College Tutor: http://www.tcd.ie/Senior_Tutor/

College Health: <http://www.tcd.ie/collegehealth/>

Admissions: <https://www.tcd.ie/study/admissions/index.php>

College Maps: <http://www.tcd.ie/Maps/>

Department of Drama: <http://www.tcd.ie/creativearts/disciplines/drama>

Disability Services: <http://www.tcd.ie/disability/>

School of Irish/Scoil Na Gaeilge: <http://www.tcd.ie/Irish/>

Student Union website: <http://www.tcdsu.org/>

IT Services: <http://www.tcd.ie/itservices/>

Centre for Language and Communication Studies: <https://www.tcd.ie/slscs/clcs/>

College Calendar: <http://www.tcd.ie/calendar/>

Student Learning Development: https://www.tcd.ie/Student_Counselling/student-learning/

General Introduction

The School of English is large, with over twenty full time academic staff members, five administrative staff, more than thirty teaching assistants, and over six hundred students including many visiting students and

postgraduate students. As you are all new entrants, it will take you some time to find your way around. This Handbook is intended to give you necessary information so that you know what to expect. The official regulations for the course are printed in the University Calendar: The Handbook sets out the detailed implementation of those regulations by the School of English.

This general introduction is designed particularly for visiting students and should contain most of the information you need in your first weeks. The rest of the Handbook gives the full account of the courses in each year, with the requirements for assessment and examinations, so it is essential that you consult it as necessary throughout your time in the School of English. **It is your responsibility as a student to make yourself familiar with the requirements listed in the Handbook. You should consult the handbook throughout your time here at TCD.**

A few abbreviations are used throughout the Handbook as follows:

Junior Fresher	= JF	i.e. First year undergraduate
Senior Fresher	= SF	i.e. Second year undergraduate
Junior Sophister	= JS	i.e. Third year undergraduate
Senior Sophister	= SS	i.e. Fourth year undergraduate
Michaelmas Term	= MT	26 August - 15 December 2024
Hilary Term	= HT	13 January - 20 April 2025

How to get information

Visiting Student Co-ordinator: Dr Melanie Otto is available by email ottom@tcd.ie

Administrative Staff

Global and Communications Officer: Annelise Berghenti is available by email aberghen@tcd.ie

If issues arise during your studies

You will be getting a lot of information in your first few weeks, and you may find difficulty dealing with it all. Your College Tutor, who may not be in the School of English, is your main adviser on both academic and personal matters. Ensure that you know who your College Tutor is and make contact (you can find their name via the student portal). You can get help with problems specifically relating to courses in English from the Visiting Student Co-ordinator. The Head of School of English Dr Jarlath Killeen is also available on email KILLEEJ@tcd.ie

College Email

Students MUST check their TCD email regularly for important information, lecture/tutorial cancellations/reschedules, reminders etc. **Before emailing the administrative staff and the VS Co-ordinator with a query, please ensure to check if the answer is contained in this Handbook (most will be).**

E-mail Protocol for students

Every TCD student has a TCD email address (usually yourusername@tcd.ie). You should check your college email daily during teaching term as your lecturers and tutors will use it to communicate important information. You will also get some admin information to your TCD email account from the Visiting Student Coordinator and Global Officer. If away from Trinity on Erasmus or on an exchange you should still check your TCD mail periodically.

Sending emails

Email is a useful way of contacting lecturers and administrators with queries re: course work, to arrange an appointment, or to request a letter of recommendation. Email within college is essentially work related, and it is appropriate to be relatively formal.

Subject Lines

When sending email, please fill in the subject line to indicate the purpose of the email. This will help the recipient to answer your query and to recover the email subsequently if necessary.

Forms of address

As a courtesy, emails should address recipients by name. If you are using titles (Ms.; Mrs.; Mr.; Dr.; Professor) these should be accurate. If you are unsure as to a name or title this can be checked on the school website.

Introduce yourself

If you are writing to a member of staff for the first time, make sure your complete name appears somewhere in the email.

Expectations re response

Responses to email should only be expected during normal working hours (that is, 9-5.00 Monday to Friday).

Requests for Transcripts/Letters of Recommendation

If you are emailing a request for a transcript or a letter of recommendation, please allow at least ten days for your request to be processed. Such requests will be expedited if you include your student number in your email.

Be secure

Beware of phishing; never divulge account details and do not click on links from unknown sources.

Teaching

Teaching is in the form of lectures supported by tutorials, or (at sophister level), seminars for smaller groups. Students are expected to attend lectures; seminars and tutorials are compulsory. If you are unable to attend a tutorial or seminar you must inform the teaching assistant or lecturer concerned in advance.

Module (Course) Registration

Course registration will take place online in 2024/25. You may sign up for any fresher modules you want, but you will need confirmation from the Visiting Co Ordinator Alice Jorgensen, or the Global Officer, Annelise Berghenti, that you can sign up for given sophister modules before you are allowed to do so: if you did not get to do this by meeting them via Zoom at the start of term, please email Annelise at aberghen@tcd.ie If you have registered for a Sophister module that has not been pre-approved by Alice or Annelise, it will be removed from your module registrations. Please note that it may take a day or two for the module to appear on your my.tcd.ie Student Portal and on Blackboard. Please also double check your student portal and

Blackboard that you are registered for the correct Modules.

The School of English welcomes visiting students from many different countries. In 2023-2024 over two hundred visiting students took English modules with us. The needs of such students are very diverse, and while the School of English tries to meet those needs as far as possible, it may not always be feasible to offer places in the student's preferred courses. The courses available to visiting students on a regular basis (listed below) are those which most visiting students in the past have found appropriate and rewarding.

Changing Modules

It is the responsibility of the student to inform the School of English and the Academic Registry of any changes made to your Module Enrolment after the student has submitted it to the Academic Registry.

Blackboard

Many of our lectures and seminar courses have some online content accessible through your TCD web portal on the platform called Blackboard. If you have a problem accessing Blackboard in the first week of term, it may be because your registration for that module hasn't been processed yet by Academic Registry. In that case you should ask to get the relevant materials from one of the other students in the module or directly from the lecturer. If the problem persists to the end of the second week, you should contact the lecturer in charge of the module and the Academic Registry.

Lectures

Lectures last 50 minutes, starting on the hour. You should use lectures to help you in your reading and understanding of literature and of English studies. End of year examinations will be based on the lecture courses. Lectures for Fresher modules take place in weeks 1-6 and 8-12, except for JF modules in semester 1, for which lectures start in week 3 and a recorded lecture will be provided in week 7.

Tutorials

Tutorials meet weekly in small groups and last 50 minutes, starting on the hour. Each Fresher lecture course has a set of tutorials related to it in the term it is given. Tutorials for most fresher modules are held in teaching weeks 3-6 and 8-10 of the term. The exceptions are

- JF (year one) tutorials in semester 1 (Michaelmas Term), for all modules apart from Origins of English 1, are held in weeks 4-6 and 8-11
- Origins of English 1: tutorials in semester 1, weeks 3-6 and 8-11
- Origins of English 2: tutorials in semester 2, weeks 2-6 and 8-11

Week 7 is Study Week, which is to allow students to concentrate on reading.

Some of the tutorials are taught by members of the fulltime teaching staff, some by teaching assistants, who are most often advanced research students with special expertise in the area taught. You must be properly prepared for tutorials by doing all the reading assigned by the tutorial teacher and by bringing the relevant text(s) to class. **It is your responsibility to check your TCD email for possible changes.** Tutorials give you an opportunity to try out your own ideas and enter into discussions about texts. Attendance at tutorials is compulsory. You cannot attend a tutorial group unless you are registered in that group. You will be allotted tutorial groups, based on your timetable, by the time tutorials start.

Teaching at Sophister Level

Teaching in the Sophister years is by seminar except for a small number of 5 ECTS modules. Seminars are conducted for 2 hours each week. They may take place in one continuous 2-hour session, or two one-hour sessions on two different days.

Timetable

Once you have signed up for your modules, your timetable of lectures, tutorials, and seminars will be available on your TCD portal. If you have timetable problems within the School of English, please contact the School Manager Ruth Archbold (archbolr@tcd.ie).

Books

It is essential to equip yourself with books and you must bring copies of the relevant texts to tutorials and seminars. You may not be able to depend on the library for such texts. For each of the modules, one of the main local bookshops has received a copy of the prescribed reading-list so that the essential texts should be readily available. Hodges Figgis on Dawson Street next to the College campus should have many of your course texts. Reading lists for each module are available on the School website (<http://www.tcd.ie/English/undergraduate/>) and you should start reading the texts that figure on it in the early weeks or as soon as possible. Check with your home university if they require reading lists as once the current academic year is updated on the School website they will no longer be available. For more information about texts contact the lecturer concerned.

Trinity Libraries

Trinity has three main libraries on campus, The Library, the Lecky, and the Ussher, which make up the BLU complex. You can enter the libraries through the ground floor and main concourse of the Arts Building or through the main entrance of The Library. Kinsella Hall (accessible through the Ussher library or from outside) is open 24 hours a day for study.

You can access any of the Trinity libraries by showing or scanning your Trinity student card on entry.

Students are strongly encouraged to use the library resources, including printed books and online journals.

The main library for English students is the Ussher, but you will also need to use other parts of the library. The library staff will organise an introduction to the use of the library, and we encourage you to use this session.

Trinity also has Subject Librarians that are the key links between Trinity's academic activities and the library. Every School or Subject has a designated Subject Librarian. The Subject Librarian for English is Ms. Isolde Harpur (Isolde.Harpur@tcd.ie)

For more information on the Trinity Libraries, please see <https://www.tcd.ie/library/>

Reading lists

If you require reading lists for your Home University, they are on the School website. When they are removed from the School website they are no longer available.

Attendance

Students are expected to attend all in-person sessions and follow online teaching on a week-to-week basis. Please note that JF modules will be releasing lecture material during week 7 of semester 1, which is otherwise reading week. Students should also be aware that they are required to attend for the duration of their selected courses, even if all relevant assessed work has been submitted.

Michaelmas Term 2024: Important Dates

Michaelmas Term 2024 Dates: Orientation for Visiting Students will commence on **2 September**. The **FIRST DAY** of Michaelmas Term teaching will be **9 September** and the **LAST DAY** will be **29 November**. **Teaching of first year (Junior Fresh) modules** will begin **23 September** and ends during the week commencing **25th November**. The **assessment period** for all modules will be scheduled for the week **starting 9 December 2024**. The mode of assessment will be confirmed at the beginning of time. We advise students to plan to be in Dublin during assessment week as some assessments may be in person.

Hilary Term 2024: Important Dates

The **FIRST DAY** of Hilary Term for **all modules** will be **20 January 2025** and the **LAST DAY** will be **11 April 2025**. The assessment period runs from **21 April until May**. The mode of assessment will be confirmed at the beginning of term. We advise students to plan to be in Dublin during assessment week as some assessments may be in person.

School of English Trinity Elective, Travel and English Literature. ECTS 5

Co-ordinator MT: Dr Ema Vyroubalova (vyroubae@tcd.ie)

Co-ordinator HT: Dr Bjorn Quiring (QUIRINGB@tcd.ie)

Information on Travel and English Literature can be found here: <https://www.tcd.ie/trinity-electives/electives/travel-and-english-literature/>

For queries regarding Trinity Electives consult the Trinity Elective website: <https://www.tcd.ie/trinity-electives/apply/>

The elective will run both in Michaelmas and Hilary Term. Visiting Students are very welcome to take this module.

Modules available to Visiting Students

Fresher Modules

All modules are taught either in MT or HT; there are no year-long modules. Each lecture course has a set of tutorials related to it in the same term. You will meet your tutor at the first tutorial, and they will set out the programme of classes.

NOTE: For the most up to date information on all modules, please visit the School website: Undergraduate - School of English - Trinity College Dublin (tcd.ie)

MICHAELMAS TERM Fresher Modules

Assessment for Michaelmas Term Fresher courses is by essay, exam or exercises as stated below.

All Fresher assessment must be submitted by 12 noon before or on the relevant date by electronic submission.

Due dates will be displayed on Blackboard.

Fresher Module Assessment

Assessment for Fresher courses is as stated for each module. Essay topics will be provided by the end of week 6 by the Course Co-ordinator on Blackboard.

Submission of Fresher Essays

You may only choose an essay title from the list provided by the Course Co-ordinator. A **word count** must be included at the end of the written work. Students are advised to respect the word limit. Penalties will apply to essays which exceed the word count. **If an essay exceeds the prescribed word count by 10% or more, five marks will be deducted.** Where the word limit is expressed as a range (e.g. 2000-2500 words), the penalty will be applied if the upper limit has been exceeded by 10% or more. **The word count includes footnotes and endnotes and excludes the bibliography.** All fresher essays will be submitted electronically by 12 noon on or before the relevant dates via the relevant module's pages on Blackboard. More detailed instructions will be available prior to assessments being due.

Style Guide is available on the School of English website.

<http://www.tcd.ie/English/assets/pdf/style-sheet-update-2018-19.pdf>

Sophister Modules

The Sophister Modules in the School of English are taught at a more advanced level than the Fresher courses. A list of sophister options on offer this year is available at:

[Sophister - School of English - Trinity College Dublin \(tcd.ie\)](http://www.tcd.ie/English/undergraduate/sophister/)

Sophister options are usually taught by seminar only. Most are worth 10 ECTS and involve two hours of teaching contact each week.

The School also offers a limited number of 5 ECTS sophister option modules, taught via one one-hour class per week. Some places are available on these to visiting students who have been offered sophister options in the School. Full details are available at: <https://www.tcd.ie/English/undergraduate/sophister/>

Students should note that there is a very limited number of places available on many Sophister option courses, and that we cannot guarantee that you will be able to take your first (or even second) choice of modules. Places are assigned on a first-come, first-served basis only and cannot be reserved in advance of your individual registration meeting with the School Co-ordinator. It is not possible to audit sophister options.

Special Sophister Option for Visiting Students: Reading Ireland

Year-long students may take both Reading Ireland A and B.

ENU44055 Reading Ireland A

Michaelmas Term only 2024

10 ECTS

Module Conveners: Dr. Amy Prendergast

Module description: This team-taught module introduces students to a broad range of texts, authors and issues in Irish writing. Students work across genres and forms, encountering canonical and less often studied works. This comparative module proposes various ways of thinking about Irish literary texts, while at the same time providing a sound knowledge of the social, cultural and political conditions in which these texts were written, produced and read. The module is likely to change a little.

Assessment: Two 3,000 word essays. Essays are due for submission by 12 noon on the dates confirmed on Blackboard.

ENU44056 Reading Ireland B

Hilary Term only 2025

10 ECTS

Module Convener: Dr Paul Delaney

Module description: This team-taught module introduces students to a broad range of texts, authors and issues in Irish writing. Students work across genres and forms, encountering canonical and less often studied works. This comparative module proposes various ways of thinking about Irish literary texts, while at the same time providing a sound knowledge of the social, cultural and political conditions in which these texts were written, produced and read. Classes for Reading Ireland B this semester will be organized around the theme 'memory'; this module is available to Visiting Students only. The module remains (largely) the same as 20/21.

Assessment: Two 3,000 word essays. Essays are due for submission by 12 noon on the dates confirmed on Blackboard.

Submit all essays electronically by 12 noon on or before the deadline.

Sophister Assessments

Submission of Sophister Essays:

Essay topics will be made available by the lecturer of the option. A **word count** must be included at the end of the written work. Students are advised to respect the word limit. Penalties will apply to essays which exceed the word count. If an essay exceeds the prescribed word count by 10% or more, five marks will be deducted. Where the word limit is expressed as a range (e.g. 2000-2500 words), the penalty will be applied if the upper limit has been exceeded by 10% or more. **The word count includes footnotes and endnotes and excludes the bibliography.**

All essays should be submitted electronically by 12 noon on or before the relevant dates.

Please note that all essay lengths and deadlines in Sophister Options for visiting students are the same as for Trinity students. Details will be given by individual lecturers.

Style Guide is available on the School of English website.

<http://www.tcd.ie/English/assets/pdf/style-sheet-update-2018-19.pdf>

Visiting Students are required to keep copies of all assessment submitted.

Please refer to the School of English website and check the following link for all Sophister Option assessment. If you are unsure of the assessment confirm with the lecturer of the option, do not contact the Visiting Student Co-ordinator as different options have different assessment formats and lengths.

<http://www.tcd.ie/English/undergraduate/sophister/>

Marking System

The School of English uses the following marking system.

Class	Numerical Mark
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I	70 – 100%
II.1	60 – 69%
II.2	50 – 59%
III	40 – 49%
F.1	30 – 39%
F.2	0 – 29%

Your final mark will normally be translated according to the system used by your home university. If you have questions, you are encouraged to discuss your essays with the tutor concerned. The Visiting Student Co-ordinator will not discuss your essay grade with you unless you have already met with the person who marked it to discuss your result. If after such discussion you believe the mark is inappropriate, you should contact the Visiting Student Co-ordinator, who may arrange for a reassessment by another marker (in which case the mark may go up or down).

All marks are provisional until the final examiners' meeting.

A transcript of your results will be forwarded to home institutions by the Academic Registry. The Visiting Student Co-ordinator in the School of English does not give out final results. Contact the Academic Registry.

<http://www.tcd.ie/academicregistry/service-desk/transcripts/>

Results will also be available on My.TCD.ie portal.

Failing Essay Grades

If you fail a School of English essay, you have the right to submit another essay. **However, you must contact the VS Co-ordinator as soon as possible with this request - no later than two weeks after the formal release of essay marks. If your essay has already been remarked in accordance with the procedures outlined elsewhere in this handbook and has still failed to achieve a passing grade, you can also resubmit. In this instance, you need to contact the VS Co-ordinator with this request no later than one week after receiving notice of your revised grade.** Students must select a title/question that differs from the one they have previously submitted for this module. Students will have a maximum of two weeks in which to write and submit their new essay.

Failing Exam Grades

If you fail an exam, you have the right to submit a supplemental essay for that module. Essay topics and details regarding word count will be provided by the VS Co-ordinator after consultation with the module co-ordinator. Students must contact the VS Co-ordinator with their written request (via email) **within two weeks of being informed of their grade through the online student record system, and will have a limited time period (decided by the VS Co-ordinator) in which to write and submit their supplemental essay.**

Extensions

An extension can only be granted by the Visiting Student Co-ordinator and not by teaching assistants or lecturers. Extensions will not be granted retrospectively (i.e. after the submission date has passed).

An assignment submitted without an extension within seven days of the deadline will

automatically have its grade reduced by 10 marks. Once seven days after the deadline have passed, if an extension has not been granted, a fail mark (0) will be returned for the assignment.

Visiting Students should contact the Director of Global Relations and Visiting Students Dr Melanie Otto (ottom@tcd.ie)

Acceptable reasons for extension requests are:

- Illness: supporting documentation is required, such as a medical certificate or letter from the Disability Service or Counselling Service
- Exceptional personal circumstances: in this instance you need to make a request through your College Tutor

Extension requests will not be considered in relation to clashing deadlines or extra-curricular activities. Except in truly exceptional personal circumstances, extension requests will not be considered on the day of a deadline, be granted retrospectively or be offered on top of prior extensions.

Prize: A School of English prize is awarded to the visiting student who achieves the highest individual mark in either an essay or an examination.

University regulations on Plagiarism

Plagiarism is interpreted by the University as the act of presenting the work of others as one's own work, without acknowledgement.

Plagiarism is considered as academically fraudulent, and an offence against University discipline. The University considers plagiarism to be a major offence, and subject to the disciplinary procedures of the University.

All students must complete the online tutorial on avoiding plagiarism 'Ready, Steady, Write', located at [Plagiarism Tutorial \(tcd.ie\)](#)

Please also view [Plagiarism-Infographic.pdf \(tcd.ie\)](#)

Plagiarism can arise from deliberate actions and through careless thinking and/or methodology. The offence lies not in the attitude or intention of the perpetrator, but in the action and in its consequences.

Plagiarism can arise from actions such as:

- (a) copying another student's work;
- (b) enlisting another person or persons to complete an assignment on the student's behalf;

(c) quoting directly, without acknowledgement, from books, articles or other sources, either in printed, recorded or electronic format;

(d) paraphrasing, without acknowledgement, the writings of other authors.

Examples (c) and (d) in particular can arise through careless thinking and/or methodology where students:

(i) fail to distinguish between their own ideas and those of others;

(ii) fail to take proper notes during preliminary research and therefore lose track of the sources from which the notes were drawn;

(iii) fail to distinguish between information which needs no acknowledgement because it is firmly in the public domain, and information which might be widely known, but which nevertheless requires some sort of acknowledgement;

(iv) come across a distinctive methodology or idea and fail to record its source.

All the above serve only as examples and are not exhaustive.

Students should submit work done in co-operation with other students only when it is done with the full knowledge and permission of the lecturer concerned. Without this, work submitted which is the product of collusion with other students may be considered to be plagiarism.

No work can normally be submitted for more than one assessment for credit. Resubmitting the same work for more than one assessment for credit is normally considered self-plagiarism.

Avoiding plagiarism

Students should ensure the integrity of their work by seeking advice from their lecturers, tutor or supervisor on avoiding plagiarism. A general set of guidelines for students on avoiding plagiarism is available on [About this guide - Academic Integrity - Library Guides at Trinity College Dublin \(tcd.ie\)](#)

If plagiarism is suspected, in the first instance, the Director of Teaching and Learning (Undergraduate), or their designate, will write to the student, and the student's tutor advising them of the concerns raised. The student and tutor (as an alternative to the tutor, students may nominate a representative from the Students' Union) will be invited to attend an informal meeting with the Director of Teaching and Learning (Undergraduate), or their designate, and the lecturer concerned, in order to put their suspicions to the student and give the student the opportunity to respond. The student will be requested to respond in writing stating his/her agreement to attend such a meeting and confirming on which of the suggested dates and times it will be possible for them to attend. If the student does not in this manner agree to attend such a meeting, the Director of Teaching and Learning (Undergraduate), or designate, may refer the case directly to the Junior Dean, who will interview the student and may implement the procedures as referred to under conduct and college regulations.

If the Director of Teaching and Learning (Undergraduate), or designate, forms the view that plagiarism has taken place, he/she must decide if the offence can be dealt with under the summary procedure set out below. In order for this summary procedure to be followed, all parties attending the informal meeting must state their agreement in writing to the Director of Teaching and Learning (Undergraduate), or designate. If the facts of the case are in dispute, or if the Director of Teaching and Learning (Undergraduate), or designate, feels that the penalties provided for under the summary procedure below are inappropriate given the circumstances of the case, he/she will refer the case directly to the Junior Dean, who will interview the student and may implement college procedures.

If the offence can be dealt with under the summary procedure, the Director of Teaching and Learning (Undergraduate), or designate, will recommend one of the following penalties:

(a) Level 1: Student receives an informal verbal warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarized elements. Other content should not be altered. The resubmitted work will be assessed and marked without penalty;

(b) Level 2: Student receives a formal written warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarized elements. Other content should not be altered. The resubmitted work will receive a reduced or capped mark depending on the seriousness/extent of plagiarism;

(c) Level 3: Student receives a formal written warning. The piece of work in question is inadmissible. There is no opportunity for resubmission.

Provided that the appropriate procedure has been followed and all parties are in agreement with the proposed penalty, the Director of Teaching and Learning (Undergraduate) should in the case of a Level 1 offence, inform the course director and where appropriate the course office. In the case of a Level 2 or Level 3 offence, the Senior Lecturer must be notified and requested to approve the recommended penalty. The Senior Lecturer will inform the Junior Dean accordingly. The Junior Dean may nevertheless implement college procedures.

If the case cannot normally be dealt with under the summary procedures, it is deemed to be a Level 4 offence and will be referred directly to the Junior Dean.

Disability Awareness and Support

In the School of English, we are committed to providing and maintaining an inclusive learning environment for all our students. One of the ways we do this is through working closely with the Trinity Disability Service. If you have a disability, a mental health condition, or an ongoing illness or medical condition, the Disability Service is there to support you. Through registering with the Disability Service, you will be able to discuss your experience of and needs in College, including accommodations in learning and exams. The Disability Service can then tell us, while respecting your confidentiality at all times, whether there are changes we can make to teaching and assessment which will support you.

For more information on the Disability Service and how to register, visit www.tcd.ie/disability, and you can also contact your Tutor, who can advise and assist you. Prof Chris Morash (morashc@tcd.ie), is the Liaison Officer in the School of English and the point of contact between the School and the Disability Service: you are welcome to contact him if you have any queries or concerns.

The Disability Service has also developed a number of Inclusive Learning and Technology resources. For more information, please visit [Disability - Trinity disAbility Service | Trinity College Dublin \(tcd.ie\)](#)

Trinity's Centre for English Language Learning and Teaching ([CELLT](#)),

- [Weekly in-sessional modules](#) in English for Academic Purposes (EAP) enable students to develop the discourse skills they need for effective participation in lectures, tutorials and labs, for oral and written assignments, for capstone projects and dissertations. Classes are taught by an experienced team of TCD staff and will be delivered in an online live format in Hilary term. These bespoke in-sessional modules are organised by skill and discipline, including Academic Writing, Oral Fluency, English for Business, English for Arts, Humanities and Social Sciences, and English for STEM. All of these classes run weekly on Mon-Thurs evenings throughout Hilary Term, and they are open to all TCD undergraduates and postgraduates. Students may select more than one module. Spaces remain in most modules. These modules are free of charge to all TCD students. Please email cellt@tcd.ie.

Academic Year Calendar (2024-25)

Week	Week beginning	Academic Year Calendar 2024-25		Term/Semester	
		Undergraduate continuing years / Postgraduate all years	Undergraduate new first years		
1	26 Aug 2024	Reassessment * (for Semesters 1 and 2 of 2023-24)		←Michaelmas Term begins/Semester 1 begins	
2	2 Sep 2024	Orientation (Postgraduate, Visiting, Erasmus) Marking/Results			
3	9 Sep 2024	Teaching and Learning		←Michaelmas Teaching Term begins	
4	16 Sep 2024	Teaching and Learning	Orientation (Junior Fresh undergraduate)		
5	23 Sep 2024	Teaching and Learning	Teaching and Learning		
6	30 Sep 2024	Teaching and Learning	Teaching and Learning		
7	7 Oct 2024	Teaching and Learning	Teaching and Learning		
8	14 Oct 2024	Teaching and Learning	Teaching and Learning		
9	21 Oct 2024	Study/Review	Study/Review		
10	28 Oct 2024	Teaching and Learning (Monday, Public Holiday)	Teaching and Learning (Monday, Public Holiday)		
11	4 Nov 2024	Teaching and Learning	Teaching and Learning		
12	11 Nov 2024	Teaching and Learning	Teaching and Learning		
13	18 Nov 2024	Teaching and Learning	Teaching and Learning		
14	25 Nov 2024	Teaching and Learning	Teaching and Learning		
15	2 Dec 2024	Revision *1	Revision *1		
16	9 Dec 2024	Assessment *1	Assessment *1~		←Michaelmas Term ends Sunday 15 December 2024/Semester 1 ends

17	16 Dec 2024	Christmas Period		
18	23 Dec 2024	(College closed 24 December 2024 to 1 January 2025, inclusive)		
19	30 Dec 2024			
20	6 Jan 2025	Foundation Scholarship Examinations ^		
21	13 Jan 2025	Marking/Results	Marking/Results	←Hilary Term begins/Semester 2 begins
22	20 Jan 2025	Teaching and Learning	Teaching and Learning	←Hilary Teaching Term begins
23	27 Jan 2025	Teaching and Learning	Teaching and Learning	
24	3 Feb 2025	Teaching and Learning (Monday, Public Holiday)	Teaching and Learning (Monday, Public Holiday)	
25	10 Feb 2025	Teaching and Learning	Teaching and Learning	
26	17 Feb 2025	Teaching and Learning	Teaching and Learning	
27	24 Feb 2025	Teaching and Learning	Teaching and Learning	
28	3 Mar 2025	Study/Review	Study/Review	
29	10 Mar 2025	Teaching and Learning	Teaching and Learning	
30	17 Mar 2025	Teaching and Learning (Monday, Public Holiday)	Teaching and Learning (Monday, Public Holiday)	
31	24 Mar 2025	Teaching and Learning	Teaching and Learning	
32	31 Mar 2025	Teaching and Learning	Teaching and Learning	
33	7 Apr 2025	Teaching and Learning	Teaching and Learning	
34	14 Apr 2025	Revision (Friday, Good Friday)	Revision (Friday, Good Friday)	
35	21 April 2025	Assessment *2 (Monday, Easter Monday)	Assessment *2 (Monday, Easter Monday)	←Trinity Term begins
36	28 Apr 2025	Trinity Week (Monday, Trinity Monday) *2	Trinity Week (Monday, Trinity Monday) *2	
37	5 May 2025	Marking/Results (Monday, Public Holiday)	Marking/Results (Monday, Public Holiday)	

38	12 May 2025	Marking/Results	Marking/Results
39	19 May 2025	Marking/Results	Marking/Results

Academic Staff

For the most up to date list of staff and their contact details, please visit the School of English website [here](#).