



Trinity College Dublin

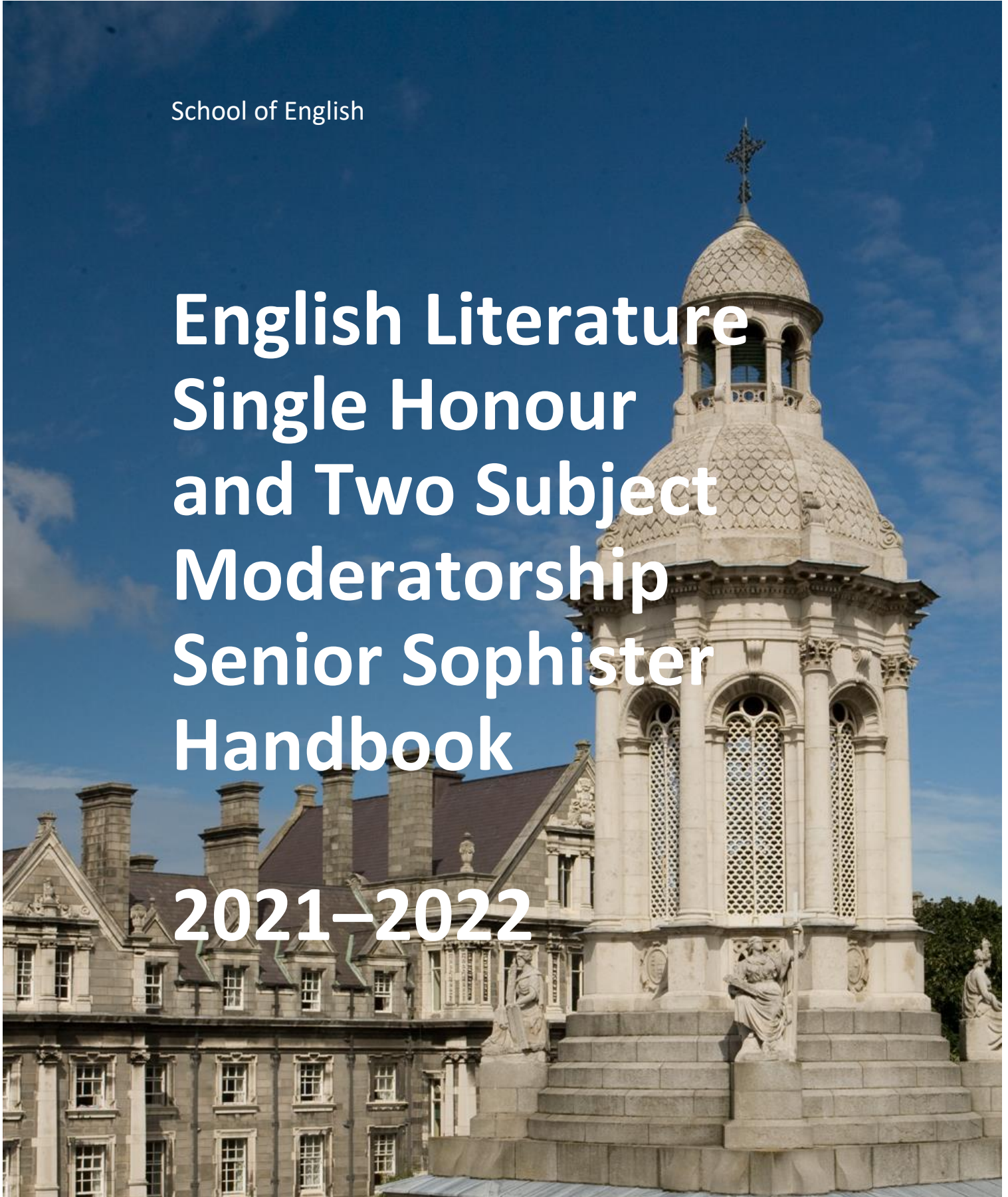
Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

School of English

# English Literature Single Honour and Two Subject Moderatorship Senior Sophister Handbook

## 2021–2022



***Alternative formats of this handbook can be made available on request to the Sophister Executive Office.***

## **Important information on COVID-19 restrictions and modes of teaching and learning**

In order to offer taught programmes in line with government health and safety advice, teaching and learning in Semester 1 for your programme will follow a blended model that combines online and in-person elements to be attended on campus. This blended model will include offering online lectures for larger class groupings, as well as in-person classes for smaller groups: the differing modes of teaching and learning for particular modules are determined by your home School. Information on the modes of teaching and learning in Semester 1 and Semester 2 will be available closer to the time.

Registered students are expected to be available to attend in-person teaching activities. Any request not to attend in person for exceptional reasons (such as travel restrictions or underlying health conditions) will be considered on a case-by-case basis by the relevant Head of School in consultation with College Health and there is no guarantee that these requests can be facilitate. It will depend on whether the programme learning outcomes and modes of assessment can be met through remote attendance.

For those students not currently in Ireland or planning to undertake travel before the start of term, if they are returning from a country that requires mandatory hotel quarantining or self-quarantining/isolating on arrival in Ireland, they are expected to allow for the period of restricted movement after arrival and prior to commencement of their studies, and therefore should factor this into their travel plans.

We would ask all students to adhere to the safety protocols when on campus for in-person teaching activities or student club and society events, i.e., mask wearing, hand washing, cough etiquette and to maintain social distancing. Please do not congregate outside lecture or tutorial rooms after your classes; we would ask you to exit the building immediately after your event has finished. When term starts on 13 September, students will be permitted on campus for any in-person events that they are involved in. Access to campus will be via a valid student ID card.

### **School of English Statement on COVID-19 restrictions and teaching arrangements**

The School is committed to providing a safe and positive learning environment for all its programmes, in accordance with College policy and government guidelines. In line with College policy, there will be a mixture of online and face-to-face teaching and learning. All large lectures will take place online; in respect of smaller group teaching, such as tutorials and seminars, we are committed to providing as much face-to-face teaching for all cohorts. Any face-to-face teaching will adhere strictly to College and HSE guidelines. The School office will provide precise details at the start of term, though please remember that the situation in respect of Covid-19 remains fluid, and arrangements are subject to change. In advance of beginning their studies, students are required to

complete the training course provided by College on health and safety and on adapting to online learning (accessed via Blackboard). Those who become unwell with flu-like symptoms should not attend college, while those who develop symptoms while on campus should proceed to the isolation room in your building and seek medical advice. For teaching and learning queries, you are free to contact the relevant programme director; in addition, all Schools have an assigned safety officer: for the School of English, this is Elaine Maddock ([maddocke@tcd.ie](mailto:maddocke@tcd.ie)).

### **Accessibility 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. If you would like to raise any issues or concerns about your experience of learning, particularly as we will be meeting online for so many of our classes, please let me know.

For more information on the Disability Service and how to register, visit [www.tcd.ie/disability](http://www.tcd.ie/disability), and you can also contact your Tutor, who can advise and assist you. Dr Rosie Lavan ([lavanro@tcd.ie](mailto:lavanro@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 also welcome to contact her if you have any queries or concerns.

## School of English

### Sophister Office Contact Details

**The Sophister Office, Room 4013, Arts Building**

**Executive Officer: Elaine Maddock**

**Tel: 01 896 2301**

**Email: [maddocke@tcd.ie](mailto:maddocke@tcd.ie)**

**Opening Hours:**

**Monday – Friday 09.30-12.30 and 2.00-4.00**

### Other Administrative Staff

| Name             | Position  | Email@tcd.ie   | Room | Phone       |
|------------------|---|--|------|-------------|
| Ruth Archbold    | School Administrative Manager                       | <a href="mailto:archbolr@tcd.ie">archbolr@tcd.ie</a> | 4003 | <b>2890</b> |
| Diane Sadler     | Fresher Senior Executive Officer                    | <a href="mailto:sadlerd@tcd.ie">sadlerd@tcd.ie</a>   | 4024 | <b>1111</b> |
| Sophia Ní Sheoin | Trinity Oscar Wilde Centre Senior Executive Officer | <a href="mailto:wilde@tcd.ie">wilde@tcd.ie</a>       | OWC  | <b>2885</b> |

### Academic Staff

| Name  | Position   | Ext         | Email   |
|---|--|-------------|---|
| <a href="#"><u>Dr Julie Bates</u></a>       | Assistant Professor in Irish Writing; Co-Director of M.Phil in Irish Writing | <b>1179</b> | <a href="mailto:batesju@tcd.ie"><u>batesju@tcd.ie</u></a>               |
| <a href="#"><u>Dr Jane Carroll</u></a>      | Assistant Professor; Co-Director of M.Phil in Children's Literature          | <b>4023</b> | <a href="mailto:jane.carroll@tcd.ie"><u>jane.carroll@tcd.ie</u></a>     |
| <a href="#"><u>Dr Clare Clarke</u></a>      | Assistant Professor (on leave, HT 2022)                                      | <b>1934</b> | <a href="mailto:clare.clarke@tcd.ie"><u>clare.clarke@tcd.ie</u></a>     |
| <a href="#"><u>Harry Clifton</u></a>        | Assistant Professor (Adjunct)  | <b>2885</b> | <a href="mailto:cliftonh@tcd.ie"><u>cliftonh@tcd.ie</u></a>             |
| <a href="#"><u>Prof Philip Coleman</u></a>  | Professor; Junior Dean   | <b>1907</b> | <a href="mailto:pmcolema@tcd.ie"><u>pmcolema@tcd.ie</u></a>             |
| <a href="#"><u>Dr Paul Delaney</u></a>      | Associate Professor; Director of PG Professional Development                 | <b>3841</b> | <a href="mailto:delanep@tcd.ie"><u>delanep@tcd.ie</u></a>               |
| <a href="#"><u>Prof Aileen Douglas</u></a>  | Professor; Director of Research  | <b>4721</b> | <a href="mailto:adouglas@tcd.ie"><u>adouglas@tcd.ie</u></a>             |
| <a href="#"><u>Dr Mark Faulkner</u></a>     | Assistant Professor; Director of Global Relations                            | <b>1515</b> | <a href="mailto:faulknem@tcd.ie"><u>faulknem@tcd.ie</u></a>             |
| <a href="#"><u>Dr Carlo Gébler</u></a>      | Assistant Professor (Adjunct)  | <b>3039</b> | <a href="mailto:carlogebler@gmail.com"><u>carlogebler@gmail.com</u></a> |
| <a href="#"><u>Profr Nicholas Grene</u></a> | Professor Emeritus   |             | <a href="mailto:ngrene@tcd.ie"><u>ngrene@tcd.ie</u></a>                 |
| <a href="#"><u>Dr Seán Hewitt</u></a>       | Teaching Fellow in Twentieth-Century   | <b>1299</b> | <a href="mailto:shewitt@tcd.ie"><u>shewitt@tcd.ie</u></a>               |

## School of English Sophister Handbook 2021-22

|                               |   |                  |  |
|-------------------------------|---|------------------|--|
|                               | British & Irish Literature  |                  |  |
| Dr Darrell Jones              | Teaching Fellow in Eighteenth-Century Studies   | <b>2322</b>      | <a href="mailto:jonesd4@tcd.ie">jonesd4@tcd.ie</a>   |
| <u>Prof Darryl Jones</u>      | Professor of Modern British Literature and Culture; Co-ordinator Columbia Dual Degree                               |                  | <a href="mailto:drjones@tcd.ie">drjones@tcd.ie</a>   |
| <u>Dr Alice Jorgensen</u>     | Assistant Professor; Head of Sophisters   | <b>2475</b>      | <a href="mailto:jorgena@tcd.ie">jorgena@tcd.ie</a>   |
| <u>Prof Jarlath Killeen</u>   | Professor; Head of School (2019-2022)   | <b>2337</b>      | <a href="mailto:killeej@tcd.ie">killeej@tcd.ie</a>   |
| <u>Dr Rosie Lavan</u>         | Assistant Professor; Head of Freshers; Disability Liaison Officer   | <b>1185</b>      | <a href="mailto:lavanro@tcd.ie">lavanro@tcd.ie</a>   |
| Dr Rebecca Long               | Adjunct Teaching Fellow in Children's Literature  |                  | <a href="mailto:longre@tcd.ie">longre@tcd.ie</a>     |
| <u>Eoin McNamee</u>           | Associate Professor of Literary Practice; Director of Oscar Wilde Centre; Co-Director of M.Phil in Creative Writing | <b>1360</b>      | <a href="mailto:emcname@tcd.ie">emcname@tcd.ie</a>   |
| <u>Deirdre Madden</u>         | Assistant Professor; Co-Director of M.Phil in Creative Writing  | <b>2885/4397</b> | <a href="mailto:dmadden@tcd.ie">dmadden@tcd.ie</a>   |
| <u>Prof Stephen Matterson</u> | Professor (on leave, MT 2021)   | <b>1879</b>      | <a href="mailto:smttrson@tcd.ie">smttrson@tcd.ie</a> |

## School of English Sophister Handbook 2021-22

|                             |  |             |  |
|-----------------------------|--|-------------|--|
| <u>Prof Chris Morash</u>    | Seamus Heaney Professor of Irish Writing   | <b>1400</b> | <a href="mailto:morashc@tcd.ie">morashc@tcd.ie</a>             |
| <u>Prof Andy Murphy</u>     | 1867 Professor of English; Head of Discipline (2020-23)  | <b>3984</b> | <a href="mailto:andrew.murphy@tcd.ie">andrew.murphy@tcd.ie</a> |
| <u>Dr Bernice Murphy</u>    | Associate Professor; Director of Teaching and Learning (Postgraduate); Structured PhD Co-ordinator | <b>2547</b> | <a href="mailto:murphb12@tcd.ie">murphb12@tcd.ie</a>           |
| <u>Dr Brendan O'Connell</u> | Assistant Professor; Inclusive Curriculum Champion (on leave, HT 2022)                             | <b>2597</b> | <a href="mailto:oconneb2@tcd.ie">oconneb2@tcd.ie</a>           |
| <u>Dr Melanie Otto</u>      | Assistant Professor; Co-ordinator Visiting Students (Incoming); Athena Swan Champion               | <b>1355</b> | <a href="mailto:ottom@tcd.ie">ottom@tcd.ie</a>                 |
| <u>Prof Eve Patten</u>      | Professor; Director of Trinity Long Room Hub   | <b>1299</b> | <a href="mailto:epatten@tcd.ie">epatten@tcd.ie</a>             |
| <u>Dr Kevin Power</u>       | Assistant Professor; Co-ordinator of Evening Lectures; Literary Arts Officer                       | <b>2944</b> | <a href="mailto:powerk9@tcd.ie">powerk9@tcd.ie</a>             |
| <u>Dr Björn Quiring</u>     | Assistant Professor (on leave, HT 2022)  | <b>1346</b> | <a href="mailto:quiringb@tcd.ie">quiringb@tcd.ie</a>           |
| <u>Dr Margaret Robson</u>   | Teaching Fellow  |             | <a href="mailto:robsonm@tcd.ie">robsonm@tcd.ie</a>             |
| <u>Dr Sam Slote</u>         | Associate Professor; Co-Director of M.Phil in Irish Writing; Fire Officer                          | <b>1319</b> | <a href="mailto:slotes@tcd.ie">slotes@tcd.ie</a>               |

## School of English Sophister Handbook 2021-22

|                           |   |             |  |
|---------------------------|---|-------------|--|
| <u>Dr Mark Sweetnam</u>   | Assistant Professor;<br>Director of Teaching<br>and Learning<br>(Undergraduate)<br>(2021-23)  | <b>3694</b> | <a href="mailto:sweetnms@tcd.ie">sweetnms@tcd.ie</a> |
| <u>Dr Ema Vyroubalová</u> | Assistant Professor;<br>Co-ordinator Study<br>Abroad (Outgoing);<br>Co-ordinator<br>Capstone Projects;<br>Co-ordinator of<br>School of English<br>Trinity Elective (HT);<br>Athena Swan<br>Champion | <b>4722</b> | <a href="mailto:vyroubae@tcd.ie">vyroubae@tcd.ie</a> |
| <u>Dr Tom Walker</u>      | Associate Professor;<br>Co-ordinator of<br>M.Phil Programmes  | <b>4353</b> | <a href="mailto:walkerto@tcd.ie">walkerto@tcd.ie</a> |
| <u>Dr Pádraic Whyte</u>   | Associate Professor;<br>Co-Director of M.Phil<br>in Children's<br>Literature; Co-<br>ordinator of School<br>of English Trinity<br>Elective (MT)   | <b>1224</b> | <a href="mailto:whytepa@tcd.ie">whytepa@tcd.ie</a>   |



| <b>LIST A (MON 2pm - 4pm)</b>  | <b>TERM</b> | <b>NO. OF ECTS</b> | <b>LIST B (TUES 11am &amp; FRI 10am)</b>  | <b>TERM</b> | <b>NO. OF ECTS</b> |
|--|-------------|--------------------|---|-------------|--------------------|
| <b>Chaucer's Canterbury Tales</b><br>ENU44084<br>Dr Brendan O'Connell                            | MT          | 1 (10 ECTS)        | <b>Experiments with Time</b><br>ENU34083<br>Prof Darryl Jones   | MT          | 1 (10 ECTS)        |
| <b>Creative Writing: How the Weather Was</b> EN34092<br>Eoin McNamee                             | MT          | 1 (10 ECTS)        | <b>Nonhuman Writing</b><br>ENU44087<br>Dr Björn Quiring   | MT          | 1 (10 ECTS)        |
| <b>Irish Short Fiction</b><br>ENU44085<br>Dr Paul Delaney  | HT          | 1 (10 ECTS)        | <b>Childhood, Youth, and Irish Writing</b> ENU44022<br>Dr Pádraic Whyte                                   | HT          | 1 (10 ECTS)        |
| <b>Global Shakespeare: 20th and 21st Adaptations</b><br>ENU44017<br>Dr Ema Vyroualová            | HT          | 1 (10 ECTS)        | <b>American Horror Stories: Narrative, History and Nation</b><br>ENU44088<br>Dr Bernice Murphy            | HT          | 1 (10 ECTS)        |
| <b>LIST C (TUES 1pm &amp; FRI 11am)</b>  | <b>TERM</b> | <b>NO. OF ECTS</b> | <b>LIST D (THURS 11am to 1pm)</b>   | <b>TERM</b> | <b>NO. OF ECTS</b> |
| <b>A Sense of Ireland: Representing Ireland in post-war Britain</b><br>EN34089<br>Dr Rosie Lavan | MT          | 1 (10 ECTS)        | <b>Making Shakespeare: From the Renaissance to the Twenty-first Century</b> ENU44064<br>Prof Andy Murphy  | MT          | 1 (10 ECTS)        |
| <b>Milton: Poetry, Prophecy, and Polemic</b> ENU44080<br>Dr Mark Sweetnam                        | MT          | 1 (10 ECTS)        | <b>The Art of Murder: Nineteenth to Twenty-first Century Crime Writing</b><br>ENU44079<br>Dr Clare Clarke | MT          | 1 (10 ECTS)        |
| <b>Humans, other Animals, and Literary Genres</b><br>ENU34091<br>Prof Aileen Douglas             | MT          | 1 (10 ECTS)        | <b>The Art of Non-Fiction</b><br>ENU44023<br>Dr Carlo Gébler  | MT          | 1 (10 ECTS)        |
| <b>Reading the Irish City</b><br>ENU44007<br>Prof Chris Morash                                   | HT          | 1 (10 ECTS)        | <b>Back on the Farm: Kavanagh, McGahern, Heaney</b><br>ENU44075<br>Prof Nicholas Grene                    | HT          | 1 (10 ECTS)        |
| <b>The American Essay in the American Century</b><br>ENU44086<br>Dr Philip Coleman               | HT          | 1 (10 ECTS)        | <b>The Practice of Poetry</b><br>ENU34096<br>Harry Clifton  | HT          | 1 (10 ECTS)        |
| <b>Irish Poetry after Yeats</b><br>ENU44065<br>Dr Tom Walker                                     | HT          | 1 (10 ECTS)        | <b>Creative Writing: The Writer's Vision</b> EN34095<br>Deirdre Madden                                    | HT          | 1 (10 ECTS)        |

Senior Sophister Modules 2021-22

| CAPSTONE PROJECT  | MT and HT | NO. OF ECTS | LIST E (TUES 4pm & FRI 1pm)  | TERM | NO. OF ECTS |
|---|-----------|-------------|--|------|-------------|
| <b>Capstone Project:</b><br>Dissertation<br>ENU44024<br>Open Collections<br>ENU44025<br>Creative Writing<br>ENU44026<br>Assigned Supervisor | YEAR      | 2 (20 ECTS) | <b>Laurence Sterne: A Literary Career in Context</b><br>ENU44090<br>Dr Darrell Jones | MT   | 1 (10 ECTS) |
|   |           |             | <b>The Arthurian Tradition</b><br>ENU34099<br>Dr Margaret Robson                     | MT   | 1 (10 ECTS) |
|   |           |             | <b>Women in Medieval Literature</b><br>ENU44040<br>Dr Alice Jorgensen                | HT   | 1 (10 ECTS) |
|   |           |             | <b>Distant Reading</b><br>ENU44089<br>Dr Mark Faulkner                               | HT   | 1 (10 ECTS) |
|   |           |             | <b>Literature after Darwin</b><br>ENU34103<br>Dr Sean Hewitt                         | HT   | 1 (10 ECTS) |

Sophister Assessment - Please see [module descriptions](#) for detailed assessment.

The Senior Sophister year contributes 50% to the calculation of the overall degree result. Please see below.

**SH**

| SS SH MODERATORSHIP PART II |             |             |             |             |                                  |       |
|-----------------------------|-------------|-------------|-------------|-------------|----------------------------------|-------|
|                             | MODULE<br>1 | MODULE<br>2 | MODULE<br>3 | MODULE<br>4 | COMPULSORY<br>5                  | TOTAL |
| TERM                        | MT          | MT          | HT          | HT          | MT and HT<br>Capstone<br>Project |       |
| ECTS                        | 10          | 10          | 10          | 10          | 20                               | 60    |

**TSM**

| SS TSM MODERATORSHIP PART II (MAJOR IN ENGLISH) |             |             |             |             |                                  |       |
|---|-------------|-------------|-------------|-------------|----------------------------------|-------|
|   | MODULE<br>1 | MODULE<br>2 | MODULE<br>3 | MODULE<br>4 | COMPULSORY<br>5                  | TOTAL |
| TERM  | MT          | MT          | HT          | HT          | MT and HT<br>Capstone<br>Project |       |
| ECTS  | 10          | 10          | 10          | 10          | 20                               | 60    |

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- 1.13 Off-Books Students
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- 1.16 General Regulations Applicable to both SH and TSM Cohorts of Students - **(Please ensure that you also read the information applicable to your course).**

**2. Single Honours Course (SH)**

2.1 SS SH course

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**\*Important – it is the responsibility of students to acquaint themselves with the contents of this handbook. Failure to do so may affect your results.**

### How to navigate the handbook

The handbook covers the Senior Sophister year of the Degree in English at Trinity and has the following information:

- **Staff Contact details and map of the College.**
- **General Introduction.** Important for JS and SS as it contains College information on plagiarism etc.
- **Course Sections** give full accounts of the modules in the Senior Sophister year, with the requirements for assessment and examinations, so it is **essential** that you consult the handbook on the web through the year as necessary.
- **School Information:** transcripts; references; student exchange schemes.
- **Academic Year Structure 2021-2**, located on the back page of the handbook

Please note **it is your responsibility as a student to make yourself familiar with the requirements listed in the handbook throughout the year.**

For information on style sheets and good essay practice see The School of English website <http://www.tcd.ie/English/undergraduate/sophister/>

A few abbreviations are used throughout the Handbook as follows:

|  |   |     |
|--|---|-----|
| Two Subject Moderatorship                    | = | TSM |
| Single Honours                               | = | SH  |
| Senior Sophister (Fourth year undergraduate) | = | SS  |
| Michaelmas Term                              | = | MT  |
| Hilary Term                                  | = | HT  |
| Trinity Term                                 | = | TT  |

## **STUDENT INFORMATION SYSTEM (SITS)**

**ACCESS VIA** <https://my.tcd.ie/>

The student information system is accessible to all staff and students through the web portal [my.tcd.ie](https://my.tcd.ie/)

All communication from College is sent to you via your online portal which gives you access to an 'in tray' of your messages. You are able to view your timetables online, both for your teaching and for your examinations. All fee invoices/payments, student levies and commencement fees are issued online and all payments are carried out online. You are able to view your personal details in the system. Some sections of these you can edit yourself. All examination results are communicated to you through the online portal.

Future plans for the new system include online module registration and ongoing provision of module assessment results.

## 1. General Introduction

The School of English is large, with over six hundred students including many visiting students and postgraduate students. This Handbook is intended to give you necessary information about each stage of the Senior Sophister year so that you know what to expect. In the event of any conflict or inconsistency between the General Regulations published in the University Calendar and information contained in programme or local handbooks, the provisions of the General Regulations in the [Calendar](#) will prevail. The Handbook sets out the detailed implementation of those regulations by the School of English for Senior Sophisters.

### 1.1 How to get information

#### School Website

You can access the School Website at [www.tcd.ie/English](http://www.tcd.ie/English).

#### E-mail

Much information from the School and from individual lecturers will come to you by college e-mail. It is also the quickest way to contact a member of staff. It is essential to check your college e-mail daily. Important information regarding lecture/seminar times and cancellations will be emailed to you. **It is your responsibility to make yourself aware of this information.**

**Please note that you should use only your TCD e-mail address when corresponding with us.**

#### Noticeboards

The noticeboards are updated with information relating to events in the School and should be checked regularly.

#### Sophister Office (Room 4013)

Elaine Maddock is the Executive Officer for Sophisters. Elaine may be contacted using ([maddocke@tcd.ie](mailto:maddocke@tcd.ie)).

#### Head of Sophisters

**The Head of Sophisters for the academic year 2021-22:** Dr Alice Jorgensen

Dr Jorgensen will advise you on any aspect of the fourth year of your course. The quickest way to contact Dr Sweetnam is through email ([jorgena@tcd.ie](mailto:jorgena@tcd.ie)).

#### Capstone Project Co-ordinator

**The Capstone Project Co-ordinator for the academic year 2021-22:** Dr Ema Vyroubalová.



Dr Vyroubalová is the main point of contact for student queries regarding the overall Capstone process. She will also be delivering Capstone training sessions to Sophister students. The quickest way to contact Dr Vyroubalová is through email ([vyroubae@tcd.ie](mailto:vyroubae@tcd.ie)).

### Director of Undergraduate Teaching and Learning

**The Director of Undergraduate Teaching and Learning for the academic year 2021-22 is Dr Mark Sweetnam.** He is responsible for the general management of undergraduate teaching programmes. The quickest way to contact Dr Sweetnam is through email ([mark.sweetnam@tcd.ie](mailto:mark.sweetnam@tcd.ie)).

### School Post-box

The School post-box is located by the noticeboard between Rooms 4013 and 4015 by the Sophister Office. Outside Sophister Office hours, post or information for the Sophister Office or any member of staff in the School of English can be left in the post-box. It is checked regularly in term time.

### College Tutors

Your College Tutor, who may not be in the School of English, is your main adviser on both academic issues and personal matters. He or she is appointed by College. You can get help with problems specifically relating to modules in English from your Year Head. If you don't know who your College Tutor is, you can find out by emailing the Senior Tutor's Office: [stosec@tcd.ie](mailto:stosec@tcd.ie). The Head of School is also available at posted office hours or through email.

### Addresses

All students are required by College regulations to notify the Academic Registry immediately of any change of address or contact telephone number.

### E-mail

As noted above, if anyone in the School wishes to contact you, they will usually do so using your TCD e-mail address. Get into the habit of checking this account regularly, even if you also use a commercial e-mail account such as g-mail or hotmail. School of English staff will use **only** your TCD address, and will sometimes need to communicate with you, for instance with information regarding your classes.

**Socrates/Exchange** students please note the above regarding e-mail contact also applies to you.

**Off-Books** students please note if you do not have access to your TCD e-mail, it is your responsibility to inform the School of alternative contact information. **It is also your responsibility to contact the School to ensure you are enrolled in modules for the year you return to College.**

You should email Elaine Maddock ([maddocke@tcd.ie](mailto:maddocke@tcd.ie)) in the March before the September in which you expect to return to College explaining that you have been off-books and request information for how to enrol in option modules for the coming year.

## 1.2 Teaching

The College Academic Year is divided into three terms. There are two teaching terms: Michaelmas

(Sept-Nov) and Hilary (Jan-Apr) and a third called Trinity term (Apr-May). There are two assessment weeks, one in Michaelmas term and one in Trinity term. The Michaelmas and Hilary teaching terms are twelve weeks long. There is one study/review week in week 7 of each term. Sophister options run for one term.

### Seminars

The 10 ECTS modules are scheduled in slots of 2 x 1 hours or 1 x 2 hours per week, as advertised. Seminars start punctually on the hour and end 15 minutes before the hour.

### Lectures

There are no lectures in the Senior Sophister year.

### Timetable

The timetable of lectures and seminars is posted online at [https://my.tcd.ie/urd/sits.urd/run/siw\\_lgn](https://my.tcd.ie/urd/sits.urd/run/siw_lgn). If you have problems with the timetable, please contact the Head of Sophisters or the Executive Officer in the Sophister Office.

### Tutorials

There are no tutorials in the Senior Sophister year.

## 1.3 Attendance

College regulations state that students 'must take part fully in the academic work of their class throughout the period of their course' ([Calendar](#) H5), and the ECTS calculation for all modules in English includes a proportion of credits for attendance and participation. Students are therefore expected to participate fully in all modules throughout the year, and should communicate with staff or their tutor if anything prevents their attendance. Staff will keep a record of attendance, whether sessions take place face-to-face or online.

## 1.4 Books

It is essential to equip yourself with books and you must bring copies of texts to seminars: you will not be able to depend on the College Library for such texts. For each of the modules, **Hodges Figgis, Dawson St** has received a copy of the prescribed reading list so that the essential texts should be readily available. Other texts may be made available on the Blackboard page [https://tcd.blackboard.com/webapps/portal/execute/tabs/tabAction?tab\\_tab\\_group\\_id= 26 1](https://tcd.blackboard.com/webapps/portal/execute/tabs/tabAction?tab_tab_group_id= 26 1) for your module.

Reading lists for each module are available from the beginning of term and you should start reading the texts that figure in the early weeks as soon as possible. For more information about texts contact the lecturer concerned.

Note also that the Library subscribes to a variety of literature databases online and you can often find texts and critical material in this way.

At the end of the academic year students will be emailed to inform them when the [reading lists](#) for their assigned option(s) will be available.

Remember that texts can sell out quickly. You may order copies personally in Hodges Figgis. There is no charge for this service.

Second hand copies are also available at the Trinity Second Hand Book Sale held every year early in Michaelmas Term, though arrangements for this may differ in 2021-22 due to Covid-19 restrictions.

## **1.5 Libraries and Blackboard**

The main library for English students is the Ussher, but you will also need to use other parts of the [library](#).

There is also a School library in room 4019 containing a small collection of texts, many of them in the area of Medieval and Renaissance English.

### [Blackboard](#)

[Blackboard Learn \(mymodule.tcd.ie\)](#) is College's Virtual Learning Environment (VLE). Depending on your module, you can access lecture notes, online assignments and other activities through Blackboard.

### **Trinity Virtual Learning Environment**

The Virtual Learning Environment is an essential set of teaching and learning tools designed to enhance a student's learning experience by including technology and the internet in the learning process. [Policy on Trinity Virtual Learning Environment](#)

## **1.6 Student Representation**

The School of English Committee, the body which governs the School, and decides issues of academic courses, assessment and examining, includes elected student representatives. Student input on School decisions is invaluable, and we strongly encourage the participation of all students in elections. These elections are convened by the Students' Union, and in 2021-22 will take place online.

### [Student Partnership Policy](#)

This Agreement reinforces the joint commitment of the University and the TCDSU/GSU to developing and supporting effective student partnership, engagement and representation.

The purpose of this Partnership Agreement is to present the work being done to improve the student experience in partnership between Trinity College Dublin, the University of Dublin (herein after referred to as Trinity College Dublin) and Trinity College Dublin Students Unions' (TCDSU and GSU hereinafter referred to as the Students' Union), and to show students how they can get involved in that activity.

## 1.7 Feedback and Evaluation

The School of English seeks feedback on undergraduate modules through meetings each term between the Director of Undergraduate Teaching and Learning and the class representatives. Individual lecturers and teaching assistants may also, at their discretion, ask students to complete evaluation forms (this may be particularly useful when teaching a module for the first time, for example). The School welcomes student feedback and would encourage you to fill in such forms and to respond to your reps when they ask for comments.

Schools are required to report on the implementation of undergraduate modules and postgraduate course evaluations through the [Annual Faculty Quality Report](#), including the percentage of modules and courses evaluated, the response rate, repeat issues arising from evaluations, actions taken and methods to close the feedback loop to students. The results of these surveys are used to inform the School or Programme Self-Assessment Report (SAR) for quality reviews and influence policy development and change at local and institutional level.

If you have a concern or complaint with any aspect of your course in English, you are welcome to contact the lecturer responsible, the Head of Sophisters, the DUTL, or the Head of Discipline. Alternatively you may wish to talk in the first instance to your class reps or your College Tutor and ask them to talk to the School on your behalf. For College policies see [Academic Policies](#), [Student Complaints Procedure](#) and [Dignity and Respect Policy](#)

## 1.8 Essay Writing, Assessment, Examinations and Results

### Essay Writing

Brief guidelines on the preparation and presentation of essays and other written work are provided by the School in the **style sheet** at <http://www.tcd.ie/English/undergraduate/sophister/>. **It is essential that you learn the correct forms of presentation and use them consistently. You must include a word count at the end of your assessed work. The word count should include footnotes but not the bibliography.** For further guidance on correct English see this useful website: [http://www.bristol.ac.uk/arts/exercises/grammar/grammar\\_tutorial/page\\_41.htm](http://www.bristol.ac.uk/arts/exercises/grammar/grammar_tutorial/page_41.htm)

### Assessment and Examinations

Detailed information about assessment and examinations follows in later sections of the Handbook in relation to each course. The general policy in English is to combine assessment by continuous assessment with end of year examinations. You should also see <http://www.tcd.ie/English/undergraduate/sophister/> for Sophister assessment and dates.

### Absence from Examinations

If you think you are too ill to sit an examination

- see your doctor and obtain a medical certificate giving the dates and reason for your absence

- contact your College Tutor as soon as possible. If you do not know who your College Tutor is, you will find their contact details in your my.tcd.ie record.
- your Tutor may apply for you to defer one or more examinations to the Supplemental Session.

If you become ill during an examination tell the Chief Invigilator who will arrange for you to be taken to the Medical Centre.

If there is any other grave reason why you may not be able to take your examinations (e.g. *ad misericordiam* reasons) contact your College Tutor and discuss your options.

For full regulations see [Calendar](#) 35. You will also find guidance on the Senior Tutor's website.

### External Examiners

All our marking is moderated by External Examiners who visit at the final exam court in the summer. All marks are provisional until confirmed formally by the final Court of Examiners. The External Examiners are Anthony Bale, Professor of Medieval Studies, University of London and Claire Connolly, Professor of Modern English, University College Cork.

### Important Note

Students note that as a result of course structural changes arising from TEP (The Trinity Education Project), all assessments will ordinarily be expected to be completed and submitted by the end of the term in which the module concerned was taught. **However, due to COVID-19 this may change in the academic year, 2021-22.**

Retrospective extensions will only be granted in exceptional circumstances, on submission of a medical certificate or other evidence. If you need a retrospective extension but cannot present such evidence please consult your College Tutor. Extensions will not be granted on the grounds that a student has several assignments due on or about the same date. Extension queries should be addressed to the Head of Sophisters, Dr Jorgensen, **only**. Do not ask your module lecturers for an extension: they cannot grant you one.

### Results

**SH** and **TSM** results are published on the Web in Trinity Term. All exam results will be published to the portal [my.tcd.ie](http://my.tcd.ie). To view your results on the portal:

- click on 'My Student Record'
- and click on 'View my Results'

**Dates of publication will be emailed to you in advance.**

**Please note it is against College regulations to give results out over the phone, or to a third party.**

Students may view their examination scripts/assessed work on Blackboard before discussing their examination and assessment performance with examiners.

Note that the marks you receive during the year, for example after the Michaelmas Term examinations and assessments, are provisional until confirmed and published in Trinity Term.

## 1.9 Plagiarism

All students must complete the online tutorial on avoiding plagiarism 'Ready, Steady, Write', located at <http://tcd-ie.libguides.com/plagiarism/ready-steady-write>. Please also view <http://tcd-ie.libguides.com/plagiarism>.

### University regulations on plagiarism

It is clearly understood that all members of the academic community use and build on the work and ideas of others. It is commonly accepted also, however, that we build on the work and ideas of others in an open and explicit manner, and with due acknowledgement.

Plagiarism is the act of presenting the work or ideas of others as one's own, without due acknowledgement.

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.

It is the responsibility of the author of any work to ensure that he/she does not commit plagiarism. Plagiarism is considered to be academically fraudulent, and an offence against academic integrity that is subject to the disciplinary procedures of the University.

### 83 *Examples of Plagiarism*

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) procuring, whether with payment or otherwise, the work or ideas of another;
- (d) quoting directly, without acknowledgement, from books, articles or other sources, either in printed, recorded or electronic format, including websites and social media;
- (e) paraphrasing, without acknowledgement, the writings of other authors.

Examples (d) and (e) 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.

### 84 *Plagiarism in the context of group work*

Students should normally 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, submitting work which is the product of collaboration with other students may be considered to be plagiarism.

When work is submitted as the result of a group project, it is the responsibility of all students in the group to ensure, so far as is possible, that no work submitted by the group is plagiarised. In order to avoid plagiarism in the context of collaboration and groupwork, it is particularly important to ensure that each student appropriately attributes work that is not their own.

#### *85 Self 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.

#### *86 Avoiding plagiarism*

Students should ensure the integrity of their work by seeking advice from their lecturers, tutor or supervisor on avoiding plagiarism. All schools and departments must include, in their handbooks or other literature given to students, guidelines on the appropriate methodology for the kind of work that students will be expected to undertake. In addition, a general set of guidelines for students on avoiding plagiarism is available on <http://tcd-ie.libguides.com/plagiarism>.

87 If plagiarism as referred to in §82 above 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 §2.

88 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 as noted in §87 above must state their agreement in writing to the Director of Teaching and Learning (Undergraduate), or designate. If one of the parties to the informal meeting withholds his/her written agreement to the application of the summary procedure, or 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 the procedures as referred to under CONDUCT AND COLLEGE REGULATIONS §2.

89 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 plagiarised 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 plagiarised 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 with corrections. Instead, the student is required to submit a new piece of work as a supplemental assessment during the next available session. Provided the work is of a passing standard, both the assessment mark and the overall module mark will be capped at the pass mark. Discretion lies with the Senior Lecturer in cases where there is no standard opportunity for a supplemental assessment under applicable course regulations.

90 Provided that the appropriate procedure has been followed and all parties in §87 above 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 may approve, reject, or vary the recommended penalty, or seek further information before making a decision. If the Senior Lecturer considers that the penalties provided for under the summary procedure are inappropriate given the circumstances of the case, he/she may also refer the matter directly to the Junior Dean who will interview the student and may implement the procedures as referred to under CONDUCT AND COLLEGE REGULATIONS §2. Notwithstanding his/her decision, the Senior Lecturer will inform the Junior Dean of all notified cases of Level 2 and Level 3 offences accordingly. The Junior Dean may nevertheless implement the procedures as referred to under CONDUCT AND COLLEGE REGULATIONS §2.

91 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. Nothing provided for under the summary procedure diminishes or prejudices the disciplinary powers of the Junior Dean under the 2010 [Consolidated Statutes](#).



### 1.10 Marking System

This is the marking system used in the School of English:

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

**The following are the agreed School guidelines on standards for marking assessment work, standards equivalent to those used in examinations:**

I (70—100%): First class written work will normally be characterised by consistent evidence of all of the following: an excellent understanding of appropriate texts and/or up-to-date scholarship and/or criticism and/or theory; an exceptional ability to deploy relevant knowledge in the service of an argument which manifests independent (even, on occasion, genuinely original) thought; the ability to employ accepted scholarly procedures relating to the integration and attribution of sources, footnoting, and bibliography, as well as an exceptional control of written English – including grammar and spelling – along with an appropriately extensive lexical range.

II.1 (60—69%): Upper second class written work will normally be characterised by consistent evidence of all or most of the following: an extremely competent understanding of appropriate texts and/or scholarship and/or criticism and/or theory; a notable ability to deploy relevant knowledge in the service of an argument which manifests independent thought; the ability to employ accepted scholarly procedures relating to the integration and attribution of sources, footnoting, and bibliography, as well as an extremely sound control of written English – including grammar and spelling – along with an appropriate lexical range.

II.2 (50—59%): Lower second class written work will normally be characterised by consistent evidence of most or all of the following: a reasonably competent understanding of relevant texts and/or scholarship and/or criticism and/or theory; signs of an ability to deploy knowledge directed specifically to the question being answered; evidence of a serious attempt to employ scholarly procedures relating to the integration and attribution of sources, footnoting, and bibliography, as well as a generally sound control of written English – including grammar and spelling – along with a reasonably extensive lexical range.

III (40—49%): Third class written work will normally be characterised by evidence of a basic competence in relation to relevant texts and/or scholarship and/or criticism and/or theory, as well as signs of an appropriate attempt to direct the knowledge available to the question being answered. There may be evidence of deficiencies in one or more of the following areas: deployment of scholarly

procedures concerning the proper integration and attribution of sources, footnoting, and bibliography; grammar and/or spelling; appropriate lexical range.

F1 (30—39%): Written work in the F1 range will normally fail to display even basic competence in relation to the ability to construct an answer to the question posed, based on knowledge of some relevant texts and/or appropriate scholarship and/or criticism and/or theory. Even work which does reveal such basic competence may fall into the F1 category, if there are excessive deficiencies in any one or more of the following areas: deployment of scholarly procedures concerning the proper integration and attribution of sources, footnoting, and bibliography; grammar and/or spelling; appropriate lexical range.

F2 (0—29%): Written work in the F2 range will reveal some or all of the weaknesses noted under F1, but to a greater, perhaps even extreme, extent.

### **THE EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)**

The European Credit Transfer and Accumulation System (ECTS) is an academic credit system based on the estimated student workload required to achieve the objectives of a module or programme of study. It is designed to enable academic recognition for periods of study, to facilitate student mobility and credit accumulation and transfer. The ECTS is the recommended credit system for higher education in Ireland and across the European Higher Education Area.

The ECTS weighting for a module is a measure of the student input or workload required for that module, based on factors such as the number of contact hours, the number and length of written or verbally presented assessment exercises, class preparation and private study time, laboratory classes, examinations, clinical attendance, professional training placements, and so on as appropriate. There is no intrinsic relationship between the credit volume of a module and its level of difficulty.

**The European norm for full-time study over one academic year is 60 credits. 1 ECTS credit represents 20-25 hours estimated student input, so a 10-credit module will be designed to require 200-250 hours of student input including class contact time, assessments and examinations.**

ECTS credits are awarded to a student only upon successful completion of the programme year. Progression from one year to the next is determined by the programme regulations. Students who fail a year of their programme will not obtain credit for that year even if they have passed certain components. Exceptions to this rule are one-year and part-year visiting students, who are awarded credit for individual modules successfully completed.

### 1.11 Course Information and Procedures

In the Senior Sophister year, students choose from a very wide range of one-term option modules. These option modules are taught by individual members of staff in their own areas of expertise, mostly in seminars meeting for two hours weekly. **In principle, all the modules are open both to TSM and SH students, though lack of the necessary linguistic background may make it difficult for some TSM students to take the language-based options.**

Because the number in each of these modules must be limited, a system for the choice of options has been devised in consultation with student representatives. It involves an option module selection form stating module preferences, returned by students to the Sophister Office in HT. Full details of this system, together with detailed [module descriptions](#) will be made available from the Sophister Office (Room 4013).

### Examinations and Appeals

In previous years there was no entitlement to supplemental examinations in the Sophister years for either SH or TSM. From 2018/19 this has changed and all students are entitled to repeat failed assessments in the reassessment period. The transcript issued at the end of the degree will record where assessments have been repeated.

Your College Tutor will advise on how to appeal examination results, but do note that the grounds for appeal are very limited, and that marks can only be reviewed under the 'Re-check/re-mark of examination scripts' regulation 52 in the Calendar and that legitimately determined academic judgment of work cannot be appealed. Applications to the Courts of First Appeal can ask only for the outcome to be changed (for example, for an exclusion to be lifted), not for marks to be changed. **For more detailed information see the College [Calendar](#).**

### 1.12 Transcripts and References

Please note: References and transcripts require notice of a **minimum** of ten working days. You should approach academic staff directly concerning references, and Elaine Maddock concerning transcripts.

### 1.13 Off-Books Students

Please note it is your responsibility to contact the Sophister Office in the March preceding the September in which you intend to return to College to ensure you are allocated modules.

### 1.14 Learning to Learn Online in Trinity

Learning to Learn Online in Trinity is to support students (both undergraduate and postgraduate) manage their learning and assessment in an online environment. Academic Practice, Trinity Teaching and Learning, is leading the development of this module, which was launched in mid-August 2020 and will be available on Blackboard to all registered undergraduate and postgraduate students.

The module is a collaborative project between Academic Practice, Student Learning Development, Trinity Disability Service, the Transition to Trinity Office and the IUA Enhancing Digital Capacity Project.

Registered students can self-enrol on Blackboard for the module, and instructions on how to do this were circulated to students by email on behalf of the Dean of Students and myself. Academic and professional staff can also access the module using the self-enrolment process as described on the [SLD](#) website.

The module is structured thematically across four blocks and three of these are now available. Resources in block four will be made available shortly.

### **Block 1. Getting Started for Learning Online**

### **Block 2. Working Together Online**

### **Block 3. Creating your Study Routine**

### **Block 4. Preparing for Assessments**

SLD are providing a series of workshops to support students as they engage with the module. Students can find out more about these workshops on the [SLD](#) website .

## **1.15 Email Protocol for students**

Every student in the School has a TCD email address. You should check your College email daily during teaching term as your lecturers and tutors will use it to communicate important information.

### **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 so as 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.

### 1.16 General Regulations Applicable to both Cohorts of Students

(Please ensure that you also read the information applicable to your course).

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| <p><b>Option Modules</b></p>           | <p>The Sophister option modules vary considerably from year to year. Please see options list for this academic year.</p> <p><b>The same modules cannot be taken in both Sophister years, and the choice of modules remains subject to approval by the Head of School.</b></p> <p>Sophisters are reminded of the importance of module attendance and participation, and of the Calendar requirement that they must take part fully in the academic work of their class throughout the period of their course.</p>   |
| <p><b>Regulation on Attendance</b></p> | <p>Requests to be excused attendance must be addressed by e-mail in advance or as soon as possible after the class to the module lecturer. For extended or repeated absence, a medical certificate must be submitted to the Head of Sophisters.</p> <p>College regulations state that students ‘must take part fully in the academic work of their class throughout the period of their course’ (<a href="#">Calendar</a> H5), and the ECTS calculation for all modules in English includes a proportion of credits for attendance and participation. Attendance at all lectures and seminars is compulsory. Persistent non-attendance will result in a student being returned as N/S (‘Non-Satisfactory’) for a given module.</p> |
| <p><b>Modes of Assessment</b></p>      | <p>The modes of assessment vary across modules. Please see <a href="#">module assessment details</a>.</p>  |
| <p><b>Submission of Assessment</b></p> | <p>All assessed work must be presented on Blackboard, not to the module co-ordinator, by the due dates. A submission portal will be provided in the relevant Blackboard page for each assessment, as well as guidelines for submission.</p> <p>Details of assessment, including dates for submission of essays and other written work, and appropriate word count, are included in module descriptors on the School <a href="#">website</a>.</p>   |

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|   | <p>A <b>word count</b> must be included at the end of the written work. Students are advised to respect the word limit. Penalties will apply to essays which do not meet or exceed the word count. If an essay or dissertation 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. <b>The word count includes footnotes but not the bibliography.</b></p>   |
| <p><b>Extensions</b></p>                              | <p>Extensions without loss of marks will only be allowed where there is a medical certificate or evidence of other significant difficulties that have interrupted work.</p> <p>Such evidence must be presented in writing to Dr Jorgensen <b>only</b> (<a href="mailto:jorgena@tcd.ie">jorgena@tcd.ie</a>).</p> <p>Alternatively, you may contact your College Tutor who may make representation on your behalf.</p> <p>Such applications should, where possible, be made <b>ahead</b> of the submission date.</p> <p>Students are <b>not</b> permitted to submit assessed work after the deadline without an extension.</p>   |
| <p><b>Failure/Non-Submission of Assessed Work</b></p> | <p>No extension of any kind will be granted retrospectively unless very substantial grounds for so doing can be shown to exist. Students in this last category must present evidence to the <b>Director of Teaching and Learning (Undergraduate), Dr Sweetnam</b>, and not to the Head of Sophisters.</p> <p><b>Where no such substantial grounds can be shown to exist, the student will be considered to have failed and a mark of 0 for the non-submitted essay will be returned accordingly.</b></p>   |
| <p><b>Marked Essays</b></p>                           | <p>Where possible, lecturers may make arrangements to discuss individual essay marks with students.</p> <p>Please note that the assessed work is <b>accessible on Blackboard</b> for the examiners' meetings. Students are encouraged to discuss their work with the marker concerned. If, after such discussion, you believe the mark is inappropriate, you can ask for the assessed work to be re-marked by writing a note of between 300-500 words explaining why you consider the mark inaccurate to the Director of Teaching and Learning (Undergraduate), who may arrange for a reassessment by another marker. <b>Students are warned that in the case of any assessed work that is being re-marked, the mark can go up or down.</b> A mark will then be established and communicated to the student concerned. <b>Students must request a re-mark within one week of being informed of the mark for the assessed</b></p> |

|  |  |
|--|--|
|  | <p><b>work.</b></p> <p><b>All marks are provisional until the final examiners' meeting.</b></p> <p><b>You are required by the Senior Lecturer to keep hard (i.e. paper) copies of all assessment work submitted.</b></p>   |
| <b>Duplication</b>                         | <p>While students are permitted to address the same authors or issues in more than one area of the examinations and assessment essays, substantial duplication of material is <b>not</b> allowed.</p>  |
| <b>Discussing Exam Scripts/Assessments</b> | <p>Students will be able to discuss assessment performance with examiners. Students can view their exam scripts/assessed work on Blackboard. If you have any difficulty accessing your scripts on Blackboard please contact the Sophister Executive Officer.</p> |

## 2. Single Honours Course (SH)

### 2.1 Senior Sophister Single Honours Course (SSSH)

Each student takes **four** one-term modules and **one** year-long compulsory module 'Capstone Project'.

#### Compulsory Modules

#### **Compulsory SS Year (Capstone) Projects School of English 2021-22**

From September 2017, *all* Senior Sophisters are required to take a 20-credit module of independent research, referred to in the Trinity Education Project's nomenclature as a *capstone project*. This constitutes one third of the final year's work; the remaining 40 credits will consist of Sophister options, as has traditionally been the case in the School.

According to the document presented to Council on 11 May 2016, TEP's definition of the capstone is a project 'that provides students with an opportunity to integrate the knowledge, skills and competencies which they have acquired during their undergraduate studies, and to demonstrate these in a form appropriate to the discipline'.

Details of the Capstone Project models are available in the [Capstone Handbook](#).

Submission dates:

1. Creative Writing Capstone Project: 12 noon, Friday, Week 9, HT 2022
2. Open Collections Capstone Project: 12 noon, Fridays, Week 1 (part 1), Week 8 (part 2) and Week 9 (part 3), HT 2022
3. Dissertation Capstone Project: 12 noon, Friday, Week 9, HT 2022.

### 2.2 Assessment and Examination for SS SH

Moderatorship Part II, taken in the SS year, consists of the following elements:

Capstone Project and four one-term modules, two in each term

#### **Marking: Moderatorship Part II**

In determining the final grade, marks are distributed across the above assessed and examined elements.

**All assessed work must be submitted. Absent work will be marked at zero. You may only pass a module if you submit all assessed elements.**



To pass in any year students must achieve an overall credit-weighted average mark of at least 40 per cent (grade III) and accumulate 60 credits by (a) passing all modules outright or (b) passing by compensation. **To pass by compensation** students must pass outright modules totalling 50 credits and achieve a Qualified Pass of 35-39 percent in modules totalling up to 10 credits. The designation of certain modules, or module components, as non-compensatable may reduce the level of compensation permitted in any year. Students who do not pass at the annual examination session, either outright or by compensation, must complete supplemental assessments in all modules in which they did not achieve a mark of at least 40 per cent (grade III) by taking such assessment components as required during the supplemental examination period.

**The moderatorship part II contributes 50 per cent to the calculation of the overall degree result.** Candidates must satisfy the examiners in **both parts** of moderatorship to be awarded an honours degree.

[Calendar](#) 24 Progression:

- (i) Progression is on an annual basis.
- (ii) In order to pass and rise with their year, students must obtain credit for the academic year by satisfactory attendance at lectures and tutorials and by carrying out, submitting and sitting the required assessment components. In addition, students must pass the year by achieving, at a minimum, an overall credit-weighted average pass mark (minimum 40 per cent) for the year at course level, and either:
  - (a) accumulate 60 credits by achieving a pass mark in all modules, or
  - (b) passing by compensation. All modules and components are compensatable. In order to pass a year by compensation, students:
    - (1) are required to obtain a minimum of 50 credits at grade pass or above and obtain a module mark of at least 35 per cent in any remaining module(s);
    - (2) may accumulate a maximum of 10 credits at qualified pass (QP) where the mark lies between 35-39 per cent.
- (iii) The same compensation regulations apply at the reassessment session as at the annual end-of-year court.
- (iv) Passing by 'aggregation' in Senior Sophister patterns B and C is discontinued from 2018/19 onwards and is not permitted in any academic year.

[Calendar](#) 25 Reassessment:

- (i) Reassessment is available in all academic years.
- (ii) The right to a reassessment where a student has failed at either Semester 1 or 2 is automatic.

- (iii) Students are required to present for reassessment at the reassessment session when:
  - (a) they obtain in excess of 10 credits at qualified pass (QP) (i.e. marks between 35-39 per cent);
  - (b) they fail any module (i.e. achieve marks below 35 per cent);
  - (c) they do not obtain an overall pass for the year at course level;
  - (d) or any combination of (a) – (c).
- (iv) Students who pass a module at either Semester 1 or 2 are not permitted to be reassessed in order to improve their performance.
- (v) The same progression regulations, including compensation, are applied at both the annual and reassessment sessions.
- (vi) If a student has achieved both fail and qualified pass marks in the annual session, they must present for reassessment in the reassessment session in all failed components in all modules for which they obtained a fail or qualified pass.
- (vii) Different modalities of assessment are permitted in the reassessment session. Further details are available from departments and module descriptions.
- (viii) Where reassessments are required, marks are awarded and agreed as usual and capping is not applied.
- (ix) Students with Senior Lecturer permission to defer from Semester 1 or 2 assessment sessions to the reassessment session (including on medical grounds) are recorded at the Semester 1 or 2 session as deferred.
- (x) Special examinations are discontinued and are not available from 2018/19 onwards.

Calendar 26 Repetition of year:

- (i) Students are permitted to repeat all standings.
- (ii) Students are required to repeat the year when they obtain any or all of the following at the reassessment session:
  - (a) they obtain in excess of 10 credits at qualified pass (i.e., marks between 35-39 per cent);
  - (b) they fail any module (i.e. achieve marks below 35 per cent);
  - (c) they do not obtain an overall pass for the year at course level;
  - (d) or any combination of (a) – (c).

- (iii) Students may not repeat any standing more than once within a degree programme and may not repeat more than two academic years within a degree programme.
- (iv) The maximum number of years to complete the course is six years (unless otherwise specified by accrediting bodies).

### 3.1 Senior Sophister Two-Subject Moderatorship Course (SSTSM)

Each student takes **four** one-term modules and **one** year-long compulsory module 'Capstone Project'.

#### Compulsory SS Year (Capstone) Projects School of English 2021-22

From September 2017, *all* Senior Sophisters are required to take a 20-credit module of independent research, referred to in the Trinity Education Project's nomenclature as a *capstone project*. This constitutes one third of the final year's work; the remaining 40 credits will consist of Sophister options, as has traditionally been the case in the School.

According to the document presented to Council on 11 May 2016, TEP's definition of the capstone is a project 'that provides students with an opportunity to integrate the knowledge, skills and competencies which they have acquired during their undergraduate studies, and to demonstrate these in a form appropriate to the discipline'.

Details of the Capstone Project models are available in the Capstone Handbook <http://www.tcd.ie/English/undergraduate/sophister/capstone-project-2017-18.php>.

Submission dates:

1. Creative Writing Capstone Project: 12 noon, Friday, Week 9, HT 2022
2. Open Collections Capstone Project: 12 noon, Fridays, Week 1 (part 1), Week 8 (part 2) and Week 9 (part 3), HT 2022
3. Dissertation Capstone Project: 12 noon, Friday, Week 9, HT 2022

#### 3.2 Assessment and Examination for SS TSM

Moderatorship Part II, taken in the SS year, consists of the following elements:

Capstone Project and four one-term modules, two in each term

#### Marking: Moderatorship Part II

In determining the final grade, marks are distributed across the above assessed and examined elements.

**All assessed work must be submitted. Absent work will be marked at zero. You may only pass a module if you submit all assessed elements.**

Calendar 24 Progression:

- (i) Progression is on an annual basis.
- (ii) In order to pass and rise with their year, students must obtain credit for the academic year by satisfactory attendance at lectures and tutorials and by carrying out, submitting and sitting the required assessment components. In addition, students must pass the year by achieving, at a minimum, an overall credit-weighted average pass mark (minimum 40 per cent) for the year at course level, and either:
  - (a) accumulate 60 credits by achieving a pass mark in all modules, or
  - (b) passing by compensation. All modules and components are compensatable. In order to pass a year by compensation, students:
    - (1) are required to obtain a minimum of 50 credits at grade pass or above and obtain a module mark of at least 35 per cent in any remaining module(s);
    - (2) may accumulate a maximum of 10 credits at qualified pass (QP) where the mark lies between 35-39 per cent.
  - (iii) The same compensation regulations apply at the reassessment session as at the annual end-of-year court.
  - (iv) Passing by 'aggregation' in Senior Sophister patterns B and C is discontinued from 2018/19 onwards and is not permitted in any academic year.

Calendar 25 Reassessment:

- (i) Reassessment is available in all academic years.
- (ii) The right to a reassessment where a student has failed at either Semester 1 or 2 is automatic.
- (iii) Students are required to present for reassessment at the reassessment session when:
  - (a) they obtain in excess of 10 credits at qualified pass (QP) (i.e. marks between 35-39 per cent);
  - (b) they fail any module (i.e. achieve marks below 35 per cent);
  - (c) they do not obtain an overall pass for the year at course level;

- (d) or any combination of (a) – (c).
- (iv) Students who pass a module at either Semester 1 or 2 are not permitted to be reassessed in order to improve their performance.
- (v) The same progression regulations, including compensation, are applied at both the annual and reassessment sessions.
- (vi) If a student has achieved both fail and qualified pass marks in the annual session, they must present for reassessment in the reassessment session in all failed components in all modules for which they obtained a fail or qualified pass.
- (vii) Different modalities of assessment are permitted in the reassessment session. Further details are available from departments and module descriptions.
- (viii) Where reassessments are required, marks are awarded and agreed as usual and capping is not applied.
- (ix) Students with Senior Lecturer permission to defer from Semester 1 or 2 assessment sessions to the reassessment session (including on medical grounds) are recorded at the Semester 1 or 2 session as deferred.
- (x) Special examinations are discontinued and are not available from 2018/19 onwards.

Calendar 26 Repetition of year:

- (i) Students are permitted to repeat all standings.
- (ii) Students are required to repeat the year when they obtain any or all of the following at the reassessment session:
  - (a) they obtain in excess of 10 credits at qualified pass (i.e., marks between 35-39 per cent);
  - (b) they fail any module (i.e. achieve marks below 35 per cent);
  - (c) they do not obtain an overall pass for the year at course level;
  - (d) or any combination of (a) – (c).
- (iii) Students may not repeat any standing more than once within a degree programme and may not repeat more than two academic years within a degree programme.
- (iv) The maximum number of years to complete the course is six years (unless otherwise specified by accrediting bodies).

Calendar 27 The two-subject moderatorship court of examiners will meet to approve end of year results and progression as follows:

- (i) Annual court: following the assessment week in Semester 2, a separate court is held for each standing;
- (ii) Reassessment court: following the reassessment week, one combined court is held for all standings;
- (iii) Results for individual students for the annual and reassessment sessions are published on the portal at my.tcd.ie. Prizes awarded by the two-subject moderatorship court of examiners' meeting are published on the two-subject moderatorship website, www.tcd.ie/tsm, and by the Academic Registry.

Calendar 28 Calculation of degree award:

The calculation of the degree award is based on the requirements for each two-subject moderatorship pattern [All TSM students in English are Pattern B. In very unusual circumstances a student might follow Pattern C.]

- (ii) Pattern B:
  - (a) To be eligible for a moderatorship award candidates must achieve a grade III or higher in the moderatorship part I (minor subject) examination (Junior Sophister) and both parts of the moderatorship part II (major subject) examination (Junior Sophister and Senior Sophister);
  - (b) The total moderatorship mark is the combined result of both the Junior Sophister and Senior Sophister years in both subjects. The overall degree mark is calculated on the basis of equal weightings of both subjects in the Junior Sophister year and equal weighting of both Sophister years.
- (iii) Pattern C:
  - (a) To be eligible for a moderatorship award candidates must achieve an overall grade III or higher in the one subject studied in both the Junior and Senior Sophister years;
  - (b) The marks awarded in both the Junior and Senior Sophister years contribute with equal weighting to the overall degree mark.

## 4. Scholarships and Prizes

### 4.1 Prizes

There are some prizes of special interest to students of English awarded on the basis of specially submitted work. The details of these prizes are below. Few of these prizes are worth a great deal in terms of money, but they have prestige value and add distinction to a curriculum vitae. Students who have an interest in the subjects prescribed should seriously consider entering for them, and should contact the Head of Discipline, Dr Paul Delaney.

### School of English Prizes

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

| Title                                  | Details  |
|--|--|
| ANNE O’CATHASAIGH PRIZE                | <p>This prize was founded in 2003 in memory of Anne O’Cathasaigh and is awarded annually for an essay (c. 5,000 words) on W.B. Yeats. Value, €400. Essays should be submitted to the Senior Lecturer by 31<sup>st</sup> January 2022.</p> <p>Topic for 2022: Yeats and the future</p>  |
| BRONTË PRIZE                           | <p>This prize was founded in 1921 by a bequest from Miss A.G. Woolson of Portland, U.S.A. It is awarded triennially by the Board on the recommendation of a committee for the best essay on either (a) an English author of Irish descent, or (b) the seats of learning in Ireland prior to 900 a.d. The committee consists of the Regius Professor of Greek and the Professors of Latin and English Literature. A candidate must be of Irish birth or have been domiciled in Ireland for at least ten years. The candidate must also be an undergraduate of the University or a graduate of not more than five years’ standing. <b>The next award will be made in TBC.</b> Value, €1,905.</p> |
| COMPOSITION PRIZES IN MODERN LANGUAGES | <p>Composition prizes are awarded each year to Junior and Senior Fresh students in the School of English (2 prizes), the Departments of French (6), Germanic Studies (6), Hispanic Studies (4), Irish and Celtic Languages (4), Italian (4), and Russian and Slavonic Studies (4), following two-subject moderatorship, European studies, computer science and language and single honour courses. If sufficient merit is shown, two additional prizes may be awarded in English and in French. One prize for composition in English is awarded to Sophisters. Value, €40 each. Each prize may be divided between students of equal merit.</p>   |

School of English Sophister Handbook 2021-22

| Title   | Details   |
|---|---|
| COSTELLO PRIZE IN ENGLISH LITERATURE              | This prize derives from the bequest made in 1954 by Miss Louisa G. Costello. It is awarded annually to the woman student who achieves the best performance in the annual Senior Fresh examination in Trinity term in English. Value, €45.   |
| COTTER PRIZE IN MODERN LANGUAGES                  | This prize was founded in 1953 by a bequest from W.E.P. Cotter. It is awarded annually to the most highly placed unsuccessful candidate for scholarship in modern languages and literature. Value, €75.   |
| DR HENRY HUTCHINSON STEWART LITERARY SCHOLARSHIPS | These scholarships were founded in 1884 by a bequest from Henry Hutchinson Stewart. Two scholarships, value €500 and €400, are awarded annually to those students who have obtained the highest aggregate of marks in the two-subject moderatorship examinations and whose major subject was a modern language (English, French, German, Irish, Italian, Russian, Spanish). At least one scholarship is reserved for a student whose minor subject was also a modern language. If holders are engaged on full-time postgraduate study in the area of modern languages, the scholarships are increased to €4,445 and €3,175, and renewed at this level for a maximum of a further two years. |
| EDWARD MILLINGTON STEPHENS PRIZE                  | This prize was founded in 1972 by a bequest from Mrs L.M. Stephens. The prize will be awarded annually for an essay on some aspect of the Anglo-Irish literary movement. Value, €166. Essays should be submitted to the Head of Discipline in the School of English by 31 <sup>st</sup> January 2022.<br><br>Topic for 2022: Union  |
| PRIZE IN OLD AND MIDDLE ENGLISH                   | This prize is awarded annually to the student obtaining the highest marks in English language in the Fresh years. Value, €30.   |
| RICHARD F. LITTLEDALE PRIZE                       | This prize was founded in 1892 by subscription in memory of Richard F. Littledale. The prize is divided and is awarded annually for the highest marks, without loss of class, at the Senior Fresh honour examination in English to a Senior Fresh student in single honours English and to a Senior Fresh student of English in two-subject moderatorship. Value (division I) single honours, €350; (division II) two-subject moderatorship, €350   |
| ROBERT WALLACE HENRY EXHIBITION                   | This exhibition was founded in 1946 by a gift from Mrs A. Wallace Henry. It is awarded to the student who gets the highest marks in English at the annual Junior Fresh honour examination. Value, €25.  |
| SHERIDAN PRIZE                                    | This prize was founded by a gift from an anonymous donor in 1961. It is awarded annually on the recommendation of the Professor of English Literature for an essay on some aspect of the English language after 1400, by a student below M.A. standing. The Professor of English Literature will announce the topics for the following year before the end of Trinity term. Essays should be submitted to the Head of Discipline in the School of English by 31 <sup>st</sup> January 2022. Value, about €200.  |



|                                       |  |
|---------------------------------------|--|
|                                       | Topic for 2022: Alliteration   |
| <b>Title</b>                          | <b>Details</b>   |
| VICE-CHANCELLOR'S PRIZE               | <p>These prizes are awarded annually for the best compositions on proposed topics in prose or verse in English, Greek, Irish and Latin. They are open to all students on the College books under M.A. standing, but a student cannot obtain a prize oftener than twice in succession, or more than three times in all. The examiners are the Professor of English Literature, the Regius Professor of Greek, the Professor of Irish and the Professor of Latin. The topics for compositions are announced before 1 June. Compositions, with fictitious signatures and accompanied by sealed envelopes containing the names of the essayists and of their tutors, essays must reach the Head of Discipline of the School of English by 31 January.</p> <p>No prize is given of more than €80; prizes of less amount and more than one in each kind of composition, may be awarded on the recommendation of the examiners.</p> <p>Topics for 2022: Prose: Perseverance<br/>Poetry: Fragments</p> |
| WILLIAM AND MARY ATKINS MEMORIAL FUND | <p>This fund was established in 1980 under the Board's trusteeship by a bequest from Iris Olive Atkins. The income is used to support two needy students, one in modern languages and one in English. Applications should be made to the Secretary of the Financial Assistance Committee.</p>  |

#### 4.2 Gold Medal and Irish Undergraduate Awards

For information regarding the criteria for the award of gold medals please see the [College Calendar](#).

The Irish Undergraduate Awards and the Undergraduate Journal of Ireland have been established to recognise, reward and encourage excellence in undergraduate scholarship. The Awards and Journal focus on the papers, projects, essays and dissertations produced by undergraduates across Ireland's seven Universities as part of coursework throughout all years. For further information see <http://www.undergraduateawards.com>

**If you have queries regarding prizes please contact the Head of Discipline, Prof Andy Murphy ([andrew.murphy@tcd.ie](mailto:andrew.murphy@tcd.ie)).**

## 5. Trinity Careers Service

What do you want to do? How will you get there? We are here to support you in answering these and other questions about your career.

### Junior and Sophisters

**Work Experience:** Apply for work experience and internships to get an insight into different sectors. Personalise your MyCareer profile to receive email alerts tailored to your preferences.

**Trinity Employability Bursary:** Apply for the bursary, in place to support students finding it financially difficult to take up a career-related opportunity e.g. internship, job shadowing. The work experience you undertake must help you to develop your employability skills and prepare you for your future career.

**Mentoring & Connecting:** Message or meet with a Trinity graduate through Careers Mentoring.

**Employability Awards:** Apply for an award of interest to you. The awards combine industry-led training in highly transferable soft and technical skills with a university-led workshop to help you reflect on and articulate your learning.

**Attend Employer Fairs:** Book onto a fair to meet with employers. Fairs take place in Michaelmas Term.

**Polish off your CV:** Book onto a CV/LinkedIn Clinic for a 15mins consultation through MyCareer.

**Find a Job:** Personalise your MyCareer profile to receive email alerts tailored to your interests.

**Practice Interviews:** Book a practice interview with a careers consultant or self-serve 24/7 using video interviews on Shortlist.me.

**Further study:** Research your options using the Careers Service website and book an appointment with your careers consultant through MyCareer to decide on your best course of action.

**Need to chat about your future?** Book an appointment with your careers consultant on MyCareer. No career query or concern too small!

More information on the above and lots more at Trinity Careers Service website [www.tcd.ie/careers](http://www.tcd.ie/careers)

### MyCareer

An online service that you can use to:

- Apply for opportunities which match your preferences - vacancies including research options
- Search opportunities- postgraduate courses and funding
- View and book onto employer and Careers Service events
- Submit your career queries to the Careers Service team
- Book an appointment with your careers consultant

Simply login to MyCareer using your Trinity username and password and personalise your profile.

### Trinity Careers Service

Trinity College Dublin, 7-9 South Leinster Street, Dublin 2  
01 896 1705/1721 | Submit a career query through [careers@tcd.ie](mailto:careers@tcd.ie) or MyCareer

## School of English Sophister Handbook 2021-22



MyCareer:  
[mycareerconnect.tcd.ie](http://mycareerconnect.tcd.ie)



[www.tcd.ie/careers/](http://www.tcd.ie/careers/)



Trinity.Careers.Service



@TCDCareers



[trinity.careers.service/](https://www.instagram.com/trinity.careers.service/)

## 6. Further Study

### Graduate Studies in English

If you are interested in pursuing an academic career, or simply in continuing with advanced study in the field of English studies, the School of English welcomes applications for graduate degrees. There are two routes you can take.

### Taught Postgraduate Degrees (MPhils)

The School offers a number of taught [Masters programmes](#), details of which may be found on the School website. These programmes offer a year's study in the given area to provide a detailed grounding for those who want a graduate qualification in the subject or who intend to go on to further research – or, in the case of Creative Writing, to help your development as a writer. They involve compulsory core modules, a range of optional modules, and they are assessed by a combination of submitted essays and a dissertation, or by a portfolio of creative writing. For full details about the programmes on offer in a given year, consult the School of English website. Lecturers in the School of English also teach on MPhil courses in Medieval Studies, Comparative Literature, and Translation Studies offered in College. For further information on these and other programmes see the Graduate Studies website. You should apply for MPhil courses through [my.tcd.ie](http://my.tcd.ie).

### Research Postgraduate Degrees (MLitt/PhD)

If you already have a fairly definite area in which you wish to pursue postgraduate research, you can apply for an MLitt/PhD. You will find all the relevant information about applying to do a research degree in the School on this website: <https://www.tcd.ie/English/postgraduate/research-students/>

It is advisable to contact an appropriate member of staff to discuss your proposed topic in advance of formally applying to ensure that there is someone qualified to supervise in the School. The best way to do this is to look at the research interests of the staff, which you can find here: <https://www.tcd.ie/English/staff/>

If you find a suitable member of staff, you should then complete a formal application. For further information, see: <https://www.tcd.ie/English/postgraduate/research-students/>

### Funding

There are a number of scholarships and funding agencies for graduate work in English. The most prestigious and most lucrative, but therefore also the most competitive, are the Government of Ireland Scholarships offered by the Irish Research Council: check their website for deadlines <http://www.research.ie/> Trinity also has its own awards for which you can apply when applying for a research place. Many local authorities will provide support for graduate work but you need to look carefully at their individual regulations. Some will only give support for one graduate degree, so that if you are given funding for a taught Master's course, you will not be supported for the more long-term PhD.

**If you are interested in doing a taught postgraduate or research degree in the School of English, you should contact the Director of Teaching and Learning (Postgraduate), Dr Bernice Murphy ([murphb12@tcd.ie](mailto:murphb12@tcd.ie)), who will be happy to discuss your options with you.**

## 7. Useful Links

The following links may be of particular interest to you:

### Graduate Attributes

The [Graduate Attributes](#) are: to act responsibly; to think independently; to communicate effectively; to develop continuously.

Throughout their time at Trinity, our students will be provided with opportunities to develop and evidence achievement of a range of graduate attributes that support their academic growth. Graduate attributes can be achieved in academic and co- and extra- curricular activities.

### Student Learning Development

- [Student Learning Development](#)

### Student Support

- [Student Counselling Service](#)
- [Student 2 Student Service](#)
- [Student Support Services](#)
- [Student Services Booklet](#)
- [Senior Tutor and Tutorial Service](#)
- [Mature Student Office](#)
- [College Health](#)

### Co-curricular Activities

- [Trinity Sport](#)
- [Central Societies Committee](#)

### Students' Union:

- [Students' Union](#)

### Emergency Procedure

In the event of an emergency, **dial Security Services on extension 1999**

Security Services provide a 24-hour service to the college community, 365 days a year. They are the liaison to the Fire, Gard and Ambulance services and all staff and students are advised to always telephone extension 1999 (+353 1 896 1999) in case of an emergency.

Should you require any emergency or rescue services on campus, you must contact Security Services. This includes chemical spills, personal injury or first aid assistance.

It is recommended that all students save at least one emergency contact in their phone under ICE (In Case of Emergency).

### Data Protection

- [Data Protection for Student Data](#)

### **Key Locations**

- [Maps](#)
- [Academic Registry](#)

The Academic Registry is part of the [Corporate Services Division](#), which oversees the governance and management of professional administrative and support services in the university and is led by the [Chief Operating Officer](#).

### **National Framework for Qualifications**

- The [Irish National Framework of Qualifications](#) was launched in 2003.

### **Health and Safety**

Trinity College is committed to providing a safe and healthy educational, recreational and residential environment for all its new undergraduate and postgraduate students.

- [Health and Safety](#)

### **Ethics Policy**

- [Ethics Policy](#)

## 8. TIMETABLE FOR THE ACADEMIC SESSION 2021-2022

| (Semester 1, 30 August – 17 December 2021)                    |   |
|---|---|
| MICHAELMAS TERM 2021  |   |
| 06 SEPTEMBER<br>(Monday)                                      | START OF ORIENTATION  |
| 13 SEPTEMBER<br>(Monday, Teaching Week 1)                     | START OF TEACHING TERM – LECTURES BEGIN   |
| 22 OCTOBER<br>(Friday, Teaching Week 6)                       | SUBMISSION OF WEEK 6 ASSESSMENT BY 12 p.m. on BLACKBOARD (DATE 1)   |
| 25-29 OCTOBER<br>(Tuesday-Friday, Week 7)                     | STUDY WEEK<br>OCTOBER BANK HOLIDAY – MONDAY 25 OCTOBER 2021   |
| 03 DECEMBER<br>(Friday, Teaching week 12)                     | END OF MICHAELMAS TEACHING TERM   |
| 6-10 DECEMBER<br>(Monday-Friday, Week 13)                     | REVISION WEEK<br>SUBMISSION OF WEEK 14/FINAL MT ASSESSMENT BY 12 p.m. ON BLACKBOARD (DATE 2)  |
| 13-17 DECEMBER<br>(Friday, Week 14)                           | ASSESSMENT/EXAMS<br><b>*Extra contingency days may be required outside of the formal assessment/reassessment weeks.</b>                         |
| 20 DECEMBER 2021 -<br>07 JANUARY 2022<br>(Weeks 15,16 and 17) | COLLEGE CLOSED (24 December 2021 – 3 January 2022 INCLUSIVE)  |
| 10-14 JANUARY<br>(Monday-Friday, Week 18)                     | FOUNDATION SCHOLARSHIP EXAMINATION PERIOD BEGINS. (Please contact Academic Registry for further details as these dates may need to be altered.) |
| (Semester 2, 17 January – 03 June 2022)                       |   |
| HILARY TERM 2021  |   |
| 17-21 JANUARY<br>(Monday-Friday, Week 19)                     | MARKING/RESULTS PROCESS   |



|  |  |
|--|--|
| 24 JANUARY<br>(Monday, Week 1)                               | <b>START OF TEACHING TERM – LECTURES BEGIN</b>   |
| 29 JANUARY<br>(Friday, Teaching week 1)                      | <b>SUBMISSION</b> OF SOPHISTER CAPSTONE OPEN COLLECTIONS (PART 1 OF 3) <b>BY 12 p.m. ON BLACKBOARD</b>   |
| 4 MARCH<br>(Friday, Teaching Week 6)                         | SUBMISSION OF <b>WEEK 6 ASSESSMENT BY 12 p.m. (DATE 1)</b>   |
| 07-11 MARCH<br>(Monday-Friday, Week 7)                       | <b>STUDY WEEK</b>  |
| 18 MARCH<br>(Friday, Teaching week 8)                        | <b>SUBMISSION</b> OF SOPHISTER CAPSTONE OPEN COLLECTIONS (PART 2 OF 3) <b>BY 12 p.m. ST PATRICK'S DAY HOLIDAY – THURSDAY 17 MARCH</b>                                    |
| 25 MARCH<br>(Friday, Teaching Week 9)                        | <b>SUBMISSION</b> OF ALL CAPSTONE PROJECTS <b>BY 12 p.m.</b>   |
| 14 APRIL<br>(Thursday, Teaching Week 12)                     | <b>END OF HILARY TEACHING TERM</b><br>GOOD FRIDAY 15 APRIL   |
| <b>(25 April – 03 June 2022)</b><br><b>TRINITY TERM 2022</b> |  |
| 19-22 APRIL<br>(Tuesday-Friday, Week 13)                     | <b>REVISION WEEK</b><br>EASTER MONDAY 18 APRIL<br><br>SUBMISSION OF WEEK 15/FINAL HT ASSESSMENT BY 12 p.m. <b>(DATE 2)</b>   |
| 25-29 APRIL<br>(Monday - Friday Week 14)                     | Trinity Week (Trinity Monday)  |
| 03-07 MAY<br>(Tuesday-Saturday, Weeks 15)                    | <b>ASSESSMENT/EXAMS</b><br><b>*Extra contingency days may be required outside of the formal assessment/reassessment weeks.</b><br><b>MAY BANK HOLIDAY- MONDAY 02 MAY</b> |
| 09-27 MAY<br>(Monday-Friday, Weeks 16, 17 and 18)            | MARKING/RESULTS PROCESS  |

\*The above assessment submission dates are subject to change.

**9. ACADEMIC YEAR STRUCTURE 2021-22**

The academic year structure is available at this [link](#).

*Date handbook approved: September 2021*

*Date of next review: July 2022*

