



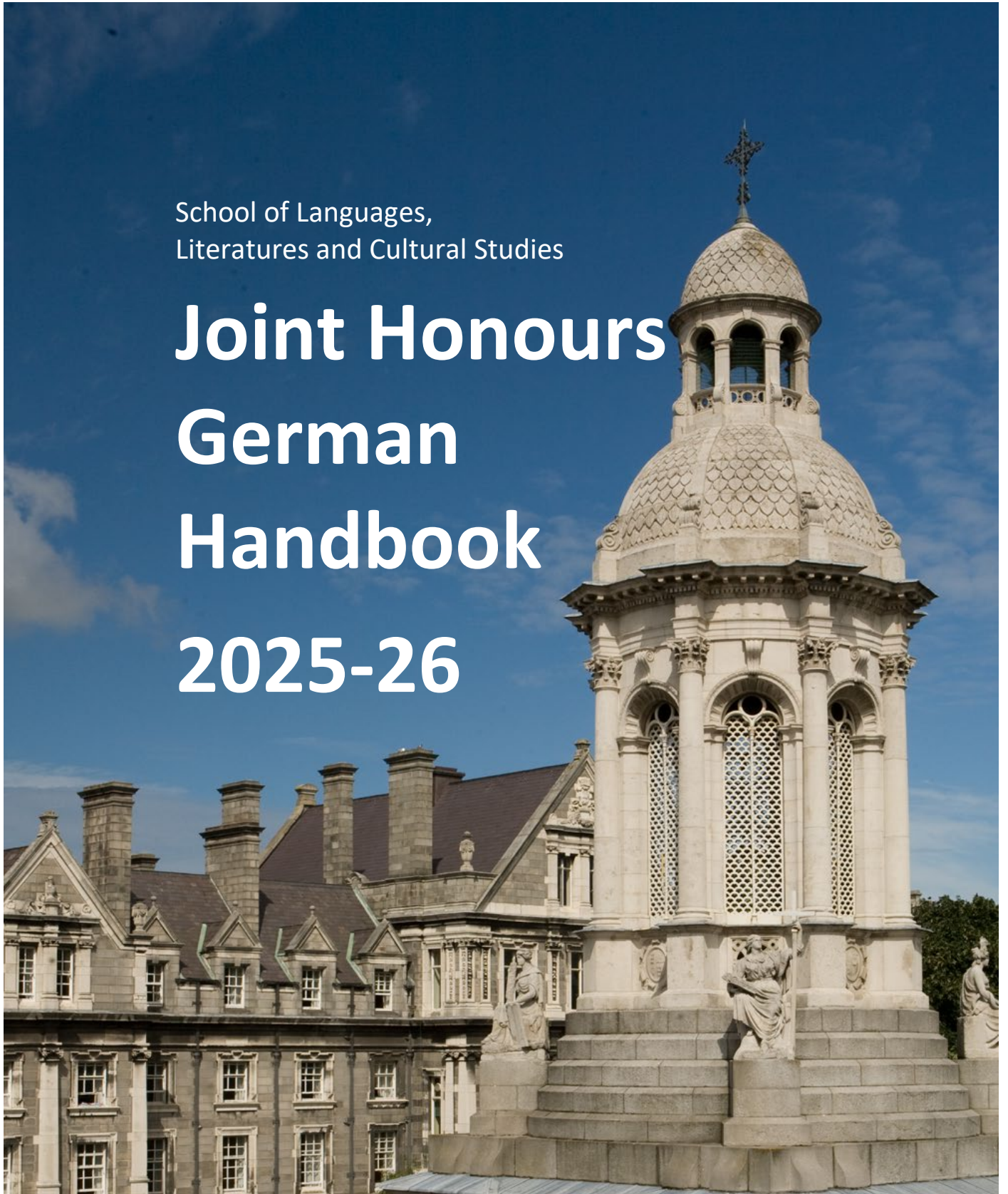
Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

School of Languages,
Literatures and Cultural Studies

Joint Honours German Handbook 2025-26



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A note on this Handbook

In the event of any conflict or inconsistency between the General Regulations published in the University Calendar and information contained in programme or departmental handbooks, the provisions of the General Regulations in the Calendar will prevail.

This Handbook should be read in conjunction with the [School Handbook](#).

Alternative formats of this Handbook can be made available on request.

1. GENERAL PROGRAMME INFORMATION

1.1 Introduction

On behalf of all our colleagues, we would like to welcome you, or welcome you back, to the Department of German Studies! This handbook applies to all students taking German within the Joint Honours programme. It is meant as a guide and reference point to make your work on this degree programme as informed, effective and enjoyable as possible, by setting out the course structures, the examination and assessment patterns, what is expected of you, and the academic and personal support available to you. Please retain for future reference.

1.2 Staff Contact Details

Staff Name	Role	Email	Room No.
Dr Gillian Martin	Associate Professor	gsmartin@tcd.ie	5071
Dr Clemens Ruthner	Associate Professor	ruthnerc@tcd.ie	5068
Prof. Mary Cosgrove	Professor in German TJH Coordinator (Michaelmas Term) Study Abroad/Erasmus Coordinator	cosgroma@tcd.ie	5065
Dr Michiel Rys	Assistant Professor	rysm@tcd.ie	5069
Dr Caitríona Leahy (on leave MT 2025)	Associate Professor TJH Coordinator (Hilary Term) Study Abroad/Erasmus Coordinator	cleahy@tcd.ie	5070
Dr Emma Riordan	Schuler Assistant Professor in German Applied Linguistics	eriordan@tcd.ie	5070 (MT 2025)
Katrin Eberbach	Teaching Fellow; Language Coordinator	eberback@tcd.ie	5080

Theresa Langer	DAAD Lektorin (German Academic Exchange Service)	langert@tcd.ie	5080
Julia Weingartner	Austrian Lektorin (Austrian Lectureship Programme)	weingarij@tcd.ie	5080
Natascha Guggi	Teaching Fellow	TBC	5080
Anna-Lena Knopp	DAAD Assistentin	TBC	5065

All staff have office hours which will be advertised on office doors and on [Blackboard](#) once timetables have been settled. No appointment is necessary to attend an office hour.

1.3 Key Locations

For all email communications, in the email subject line include your student number and course of study.

School of Languages, Literatures and Cultural Studies (SLLCS)

Office hours

Monday to Friday: 9.30am to 12.30pm, 2.30pm to 4.30pm.

Undergraduate Office

The Undergraduate Office is located in Room 5080 on the 5th floor of the Arts Building, students are welcome to call in during office hours.

Nature of query	Office location	Email
Undergraduate Office: general undergraduate queries and transcript requests	Room 5080 5 th floor, Arts Building	undergraduate.sllcs@tcd.ie
Undergraduate timetables	Room 5080	timetables.sllcs@tcd.ie
Erasmus and Study Abroad	Room 5080	erasmus.sllcs@tcd.ie

School Office: School operations, finance and HR	Room 5042	
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Undergraduate Degree Programme Offices

It is advised that students make an appointment in advance, where possible. In the email subject line include your student number and course of study.

Programme	Office location	Email
Trinity Joint Honours	Room 3135, Arts Building (office hours)	joint.honours@tcd.ie
TJH Open Modules		open.modules@tcd.ie
TJH Erasmus and Study Abroad		tjh.erasmus-studyabroad@tcd.ie
SLLCS Erasmus and Study Abroad Co-ordinator	Room 5080, Arts Building	erasmus.sllcs@tcd.ie

1.4 Key Dates

Students can access the [2025-26 Academic Year Structure](#) on the Academic Registry's website.

Key dates for each module you are studying will be made known in the module at the beginning of the term.

1.5 Timetables

You will find your timetable on [Mytcd.ie](#) and the [Trinity Live App](#). Please check it regularly for updates. In case of a timetable clash, please email the Undergraduate Office:

timetables.sllcs@tcd.ie

1.6 Study Abroad/Erasmus

The Department of German offers Junior Sophister students a variety of opportunities to study abroad. TJH students on a **Single Honours** pathway must complete a **compulsory year abroad**. Students on a **Joint Honours** pathway or those majoring in German may spend either **one**

semester or a full year abroad. It is a requirement for all students studying a modern language past their SF year to complete a two-month residency before graduating in that subject.

School Contacts

In the first instance, students should contact the Study Abroad Coordinator for German.

For all queries and supports, students are welcome to contact the School's Erasmus and Study Abroad Coordinator (erasmus.slcs@tcd.ie) or by calling in to the Undergraduate Office during office hours.

SH and TJH pathways

Contact the TJH Erasmus and Study Abroad Coordinator by email (tjh.erasmus-studyabroad@tcd.ie), or by calling into the TJH [Programme Office during office hours](#).

Students can consult the section concerning '[Special Requirements in modern languages](#)' in the College Calendar for more information.

2. SCHOLARSHIPS AND PRIZES

2.1 Foundation Scholarships

The [Academic Registry webpage](#) provides general information of applying, exams and answers question regarding the **Foundation Scholarships**.

For details of the content and format of the Foundation Scholarship examinations in the Department of German, please consult Katrin Eberbach (eberback@tcd.ie).

2.2 Other Prizes

Six composition prizes are awarded to Junior and Senior Fresh students for exceptional writing, as well as:

Kate Bird Prize: This prize which commemorates a deceased student of the department is awarded annually to support a student in going abroad as part of their studies. Details are circulated in Hilary Term.

Carr – Jackson Dissertation Prize: This prize commemorates retired colleagues Dr Gilbert Carr and Prof. Tim Jackson and is awarded annually for an outstanding Senior Sophister dissertation. No application is required.

Source:

- [Calendar Part II, D 10: Foundation and Non-Foundation Scholarships](#)

3. ACADEMIC WRITING

3.1 The Use and Referencing of Generative AI

The [School's guidelines on the use of Generative AI \(Gen AI\) are available on the School website.](#)

Acknowledging and referencing AI

The Library of Trinity College Dublin has developed [guidelines on acknowledging and referencing GenAI](#). GenAI is evolving rapidly and there is not yet general consensus on how to acknowledge and reference it. This guidance will therefore continue to be reviewed and updated.

Resources

- The Library [guidelines on acknowledging and referencing GenAI](#).
- [Trinity's Generative Artificial Intelligence \(GenAI\) Hub](#).
- [College Statement on Artificial Intelligence and Generative AI in Teaching, Learning, Assessment & Research](#).

3.2 Academic Integrity and Referencing Guide

It is clearly understood that all members of the academic community use and build on the work and ideas of others. However, it is essential that we do so with integrity, in an open and explicit manner, and with due acknowledgement. Any action or attempted action that undermines academic integrity and may result in an unfair academic advantage or disadvantage for any member of the academic community or wider society may be considered as academic misconduct.

For more information students can access [the Library Guide on Academic Integrity](#) and the related [College Statement](#).

The [Coversheet](#) that is submitted with all assignments declares the following:

I have read and understood the plagiarism provisions in the General Regulations of the University Calendar for the current year, found at <http://www.tcd.ie/calendar>.

I have also read and understood the guide, and [completed the 'Ready Steady Write' Tutorial on avoiding plagiarism](#).

3.3 Research Ethics

Students should refer to [the College Research Ethics webpage](#) when completing assignments and Policy on [Good Research Practice](#) when necessary.

4. TEACHING AND LEARNING

4.1 TJH Programme Architecture¹

Students can access full module descriptors on their [MyTCD student portal](#) by clicking on:

Courses & Modules -> View Course and Module Descriptive information

4.2 Programme Structure

4.2.1 Junior Fresh (TJH) – All Pathways

All JF TJH students take **30 ECTS** in German and **30 ECTS** in a second subject.

Junior Fresh (Beginners German)			
Module Code	Module Title	ECTS	Semester
GRU1104Y	Beginners German A	10	1 + 2
GRU11011	German Area Studies	5	1
GRU1102Y	Introduction to German Literature	10	1+2
GRU11012	German Area Studies	5	2

Junior Fresh (Non-Beginners German)			
Module Code	Module Title	ECTS	Semester
GRU1100Y	German Language 1	10	1 + 2
GRU11011	German Area Studies	5	1
GRU1102Y	Introduction to German Literature	10	1+2
GRU11012	German Area Studies	5	2

Registration of JF Students on SF Pathways

At the end of your Junior Fresh year, Joint Honours students will be invited during Trinity term to select their Senior Fresh pathway. Students will be advised of how to register several weeks in advance of registration. Timetabling may restrict the availability of modules to individual students.

¹ The School reserves the right to amend the list of available modules and to withdraw and add modules. Timetabling may restrict the availability of modules to individual students.

Junior Fresh Joint Honours students must choose between the following options for their Senior Fresh year:²

1. Continue to take **both subjects** that they currently take (20 ECTS + 20 ECTS) and 20 credits of Trinity **Electives & Open Modules**.
2. Take **Subject 1** as a **Major** and **Subject 2** as a **Minor**.
3. Take **Subject 2** as a **Major** and **Subject 1** as a **Minor**.
4. Take **one Subject only** and **20 credits** of Trinity **Electives & Open Modules**. Students who select this pathway for Senior Fresh will be on track to exit with a **Single Honours** degree and must spend a **compulsory year abroad** in their Junior Sophister year.

For further information on the choices and pathways available to Joint Honours students please visit the [Trinity Pathways website](#). The pathways are also laid out in the school handbook. Further information on Joint Honours pathways is available from the [Joint Honours Course Office](#).

4.2.2 Senior Fresh (TJH)

Students on **all Pathways must balance** their German modules **equally across the two semesters**.

1. Single Honours

Single Honours SF students in German take:

- **40 ECTS in German** made up of mandatory and self-selected optional modules from the list below.
- **20 ECTS in Trinity Electives/Open Modules**

Senior Fresh (Single Honours German)					
Module Code	Module Title	ECTS	Semester	Pre-Requisite	Mandatory/Optional
GRU2200Y	German Language 2	10	1 + 2		Mandatory
GRU22131	German Cultural History 1	5	1		Optional
GRU22132	German Cultural History 2	5	2		Optional
GRU22012	German Literary History 1	5	2		Optional
GRU22031	Conditio Judaica	5	1		Optional (cancelled in 2025-26)
GRU22232	Cultural, Intercultural and plurilingual competences for studying abroad	5	1		Optional

² Please note that available pathways are subject to change and may be dependent on capacity.

GRU22221	The Politics of Walking	5	2		Optional
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2. Major with Minor (Major German)

SF students majoring in German take:

- **40 ECTS in German (Major)** from the list below and **20 ECTS in Subject 2 (Minor)**.

Senior Fresh (Major [German] with Minor)					
Module Code	Module Title	ECTS	Semester	Pre-Requisite	Mandatory/Optional
GRU2200Y	German Language 2	10	1 + 2		Mandatory
GRU22131	German Cultural History 1	5	1		Optional
GRU22132	German Cultural History 2	5	2		Optional
GRU22031	Conditio Judaica	5	1		Optional (cancelled in 2025-26)
GRU22232	Cultural, Intercultural and plurilingual competences for studying abroad	5	1		Optional
GRU22012	German Literary History 1	5	2		Optional
GRU22221	The Politics of Walking	5	2		Optional

3. Joint Honours German

SF Joint Honors students take:

- **20 ECTS in German** from the list below, **20 ECTS in Subject 2** & **20 ECTS in Trinity Electives/Open Modules**

Senior Fresh (Joint Honours German)					
Module Code	Module Title	ECTS	Semester	Pre-Requisite	Mandatory/Optional
GRU2200Y	German Language 2	10	1 + 2		Mandatory
GRU22131	German Cultural History 1	5	1		Optional
GRU22132	German Cultural History 2	5	2		Optional
GRU22031	Conditio Judaica	5	1		Optional (cancelled in 2025-26)
GRU22232	Cultural, Intercultural and plurilingual competences for studying abroad	5	1		Optional
GRU22012	German Literary History 1	5	2		Optional
GRU22221	The Politics of Walking	5	2		Optional

4. Minor German

SF students minoring in German take **20 ECTS** from the list below:

Senior Fresh (German Minor)					
Module Code	Module Title	ECTS	Semester	Pre-Requisite	Mandatory/ Optional
GRU2200Y	German Language 2	10	1+ 2		Mandatory
GRU22131	German Cultural History 1	5	1		Optional
GRU22132	German Cultural History 2	5	2		Optional
GRU22031	Conditio Judaica	5	1		Optional (cancelled in 2025-26)
GRU22012	German Literary History 1	5	2		Optional
GRU22232	Cultural, Intercultural and plurilingual competences for studying abroad	5	1		Optional
GRU22012	German Literary History 1	5	2		Optional
GRU22221	The Politics of Walking	5	2		Optional

Registration of SF students on JS Pathway

At the end of your Senior Fresh year, Joint Honours students will be invited during Trinity term to select their Sophister pathway. This will define the award type you will graduate with. Students will be advised of how to do register several weeks in advance of registration. Timetabling may restrict the availability of modules to individual students.

Senior Fresh Joint Honours students must choose between the Sophister pathway options detailed below for their Junior Sophister year. The pathways available will depend on the structure you chose for your Senior Fresh year.³

4.2.3 Junior Sophister (TJH)

1. Single Honours German – Compulsory Year Abroad

Single Honours students in German must spend their third year abroad. [See Section 1.6 above.](#)

³ Please note that available pathways are subject to change and may be dependent on capacity.

2. Major with Minor (Major German)

JS Students **majoring in German** take either:

- **40 ECTS in German and 20 ECTS in Subject 2 (Option A)**

Or

- **30 ECTS in German and 30 ECTS in Subject 2 (Option B)**

Note on Major/ Minor Options A & B:

Major with Minor Option A for Junior Sophister will take:

- 40 ECTS in their Major subject.
- 20 ECTS in their Minor subject and will continue studying their Minor Subject into Year 4 (20 ECTS Capstone/20 ECTS in Major/20 ECTS in Minor subject).

Major with Minor Option B for Junior Sophister will take:

- 30 ECTS in each of the Major and Minor subject in JS year.

Will only study their Major subject in Year 4 (20 ECTS capstone/40 ECTS in Major subject). Trinity **does not allow students to do their final exams in any subject while on Erasmus**. If you intend spending your JS year on Erasmus therefore, you must commit to **continuing with both of your subjects in your SS year**.

Modules are chosen from the list below:

Junior Sophister (Major with Minor [Option A] – 40 ECTS + 20 ECTS)				
Module Code	Module Title	ECTS	Semester	Mandatory/ Optional
GRU33001	German Language 3	5	1	Mandatory
GRU33002	German Language 3	5	2	Mandatory
GRU33011	German Literary History 2 A	5	1	Mandatory
GRU33012	German Literary History 2 B	5	2	Mandatory
GRU33161	Writing the Modern Psyche	5	1	Optional
GRU33092	Expressionism and Dadaism	5	2	Optional
GRU33042	Vampirismus	5	2	Optional
GRU33121	Langeweile	5	1	Optional
GRU33132	JS Translation	5	2	Optional
GRU33151	Introduction to German Linguistics: From Sound to Meaning	5	1	Optional

Junior Sophister (Major with Minor [Option B] – 30 ECTS + 30 ECTS)				
Module Code	Module Title	ECTS	Semester	Mandatory/Optional
GRU33001	German Language 3	5	1	Mandatory
GRU33002	German Language 3	5	2	Mandatory
GRU33011	German Literary History 2 A	5	1	Mandatory
GRU33012	German Literary History 2 B	5	2	Mandatory
GRU33161	Writing the Modern Psyche	5	1	Optional
GRU33092	Expressionism and Dadaism	5	2	Optional
GRU33042	Vampirismus	5	2	Optional
GRU33121	Langeweile	5	1	Optional
GRU33132	JS Translation	5	2	Optional
GRU33151	Introduction to German Linguistics: From Sound to Meaning	5	1	Optional

3. Joint Honours German

JS Joint Honours students take:

- **30 ECTS in German and 30 ECTS in Subject 2.**

Modules are chosen from the list below:

Junior Sophister (Joint Honours German)				
Module Code	Module Title	ECTS	Semester	Mandatory/Optional
GRU33001	German Language 3	5	1	Mandatory
GRU33002	German Language 3	5	2	Mandatory
GRU33011	German Literary History 2 A	5	1	Mandatory
GRU33012	German Literary History 2 B	5	2	Mandatory
GRU33161	Writing the Modern Psyche	5	1	Optional
GRU33092	Expressionism and Dadaism	5	2	Optional
GRU33042	Vampirismus	5	2	Optional
GRU33121	Langeweile	5	1	Optional
GRU33132	JS Translation	5	2	Optional
GRU33151	Introduction to German Linguistics: From Sound to Meaning	5	1	Optional

4. Minor German

Students **minoring in German** take **20 ECTS** from the list below:

Junior Sophister (Minor German)				
Module Code	Module Title	ECTS	Semester	Mandatory/Optional
GRU33001	German Language 3	5	1	Mandatory
GRU33002	German Language 3	5	2	Mandatory
GRU33011	German Literary History 2 A	5	1	Optional
GRU33012	German Literary History 2 B	5	2	Optional
GRU33161	Writing the Modern Psyche	5	1	Optional
GRU33092	Expressionism and Dadaism	5	2	Optional
GRU33042	Vampirismus	5	2	Optional
GRU33121	Langeweile	5	1	Optional
GRU33132	JS Translation	5	2	Optional
GRU33151	Introduction to German Linguistics: From Sound to Meaning	5	1	Optional

Towards the end of MT the department will hold an information meeting about capstone projects and supervision.

4.2.4 Senior Sophister TJH

1. Single Honours German

40 ECTS in German modules + 20 ECTS Capstone in German.

Modules are chosen from the list below:

Module Code	Module Title	ECTS	Semester	Mandatory/Optional
GRU44CPY	Capstone (Dissertation)	20	1+2	Mandatory
GRU4400Y	German Language 4	10	1+2	Mandatory
GRU44012	Translation	5	2	Optional
GRU44072	New Economy Capitalism	5	1	Optional
GRU44152	Postcolonial Studies	5	2	Optional
GRU44141	Politische Mythen	5	1	Optional
GRU44181	Applied Aspects of German Linguistics	5	2	Optional
GRU44182	Innovative Approaches to teaching German as a Foreign Language	5	1	Optional
GRU44102	Kunst nach Auschwitz B	5	2	Optional

2. Major with Minor Option A

20 ECTS Major subject + 20 ECTS Minor subject + 20 ECTS Capstone in Major subject

Modules are chosen from the list below:

Module Code	Module Title	ECTS	Semester	Mandatory/ Optional
GRU4400Y	German Language 4	5	1+2	Mandatory
GRU44CPY	Capstone (Dissertation)	20	1+2	Optional
GRU44012	Translation	5	2	Optional
GRU44072	New Economy Capitalism	5	1	Optional
GRU44152	Postcolonial Studies	5	2	Optional
GRU44141	Politische Mythen	5	1	Optional
GRU44181	Applied Aspects of German Linguistics	5	2	Optional
GRU44182	Innovative Approaches to teaching German as a Foreign Language	5	1	Optional
GRU44102	Kunst nach Auschwitz B	5	2	Optional

3. Major with Minor Option B

If you have chosen this pathway, you are either doing:

- **no German** in your **SS year** because it is your **Minor subject**, and you **finished** your **Minor subject** in your **JS year**
- Or
- You are doing **60 ECTS** of **German (40 + Capstone)** in your **SS year** because it is your **Major subject**.

Modules are chosen from the table above.

4. Joint Honours

20 ECTS subject 1 + 20 ECTS subject 2 + 20 ECTS Capstone in your chosen subject.

Modules are chosen from the table above.

4.3 Learning Outcomes

Learning Outcomes for JH German

On successful completion of this programme, students should be able to:

1. Demonstrate a high level of oral, aural and written proficiency in German, including the ability to give oral presentations on and to discuss freely general and academic topics, and to produce a variety of written text types to a high standard of accuracy and fluency.
2. Demonstrate knowledge and understanding of German-language literary and cultural heritage (pathway dependent).
3. Integrate critical, linguistic and cultural awareness with the appropriate knowledge and strategies in order to deal creatively and ethically with challenges in communication in academic, social or professional settings.
4. Demonstrate a high level of comprehension of written German and apply this to the translation from German to English of a range of text types with accuracy, consistency and appropriateness of register and expression.
5. Demonstrate a differentiated knowledge and understanding of, together with an ability to evaluate critically, the social and political institutions of the countries where the target language is spoken and to place these in their historical context.
6. Apply the skills of analysis and problem-solving acquired through critical engagement with a range of literary, philosophical, and popular text types in German and English in order to make independent and informed judgments.
7. Question, synthesise and present ideas in a structured, reasoned and coherent way in both written and oral modes in German and English.
8. Plan and conduct independent research using primary and secondary sources in German and English, leading to the writing of a dissertation (pathway dependent).
9. Work effectively as individuals and in teams in multi-disciplinary, multi-linguistic and multi-cultural settings.

10. Demonstrate flexibility, adaptability and self-direction in order to engage productively with a changing social and cultural environment and with a capacity to move effectively within and between different language and cultural communities.
11. Demonstrate an ability to engage in further and increasingly self-directed study in support of the goal of life-long learning.

4.4 Coursework Requirements & Marking System

Developing Study Skills

To keep on top of your work you need to develop good study skills. As part of your undergraduate study, we will be helping you to develop important soft or **transferable skills** such as planning, time management and multi-tasking so that you can manage your learning more effectively.

These skills are life-skills and are as critical for study as they are for the world of work. When you are planning your study time, try to remember that for every hour of class, you should be doing at least two to three hours of private study. Look at the documents **Study Skills** and **Enhance your Language Learning** in GRU2345 (General Information) on Blackboard.

Writing Essays and Assignments: For advice on researching, planning and writing essays please see the document How to write an essay on the departmental website in GRU12341 (General Information)

Marking System

The Department of Germanic Studies uses the full marking scale between 0% and 100%. This scale is subdivided into 6 classes which can be glossed as follows:

I 70% + distinction – work of exceptional quality

II.1	60%-69%	very good – merit
II.2	50%-59%	average – good
III	40%-49%	passable – adequate
F1	30%-39%	redeemable fail
F2	0%-29%	not a serious attempt

The % mark is a symbolic representation of a student's performance within a given class. The % is derived from the class, not the other way around. For example, one talks of marks in the II.1 class in the following way:

60%	a borderline II.2/II.1
61%-63%	a low II.1
64%-66%	a mid II.1
67%-68%	a high II.1
69%	not quite a I (needs to be justified)

The Faculty of Arts, Humanities and Social Sciences has laid down guidelines for assigning classes to **essay**-type assignments. Students are strongly advised to download [detailed grade descriptors and guidelines](#) to understanding the awarding of marks from the departmental website.

The department also uses **Objective Tests**. These are correct answer tests/items which have unequivocal answers. These may be useful in the assessment of discrete linguistic skills and/or knowledge. Objective items can be designed to focus on specific knowledge and skills, and can be set at any required level of difficulty. Some examples of Objective Test types

- Gap/cloze tests of various kinds

- Comprehension exercises (True/False; Multiple choice; questions requiring students to locate specific information in the source text)
- Matching questions + answers/beginnings + ends of sentences; Sentence completion

The main strength of objective tests is the fact that they can be marked with complete reliability, thus eliminating the possibility of marker subjectivity or bias. The assessment of objective tests may also present a problem because of possible confusion arising from (a) marks as symbolic representations of attainment and (b) marks as raw scores, without reference to standard/scale.

In the Department of German the top mark for objective tests is normally 80. This is an indication of a very high I class mark. Exceptional performances may, however, be awarded a mark in excess of 80.

Objective tests are normally used in conjunction with other types of question in order to ensure that students may obtain an overall mark within the full range 0-100. The pass mark in objective tests is determined by the difficulty of the test, the range of skills and knowledge that are being tested and the level of the students.

[The School website](#) signposts the **College's Plagiarism Policy, useful information on the use of AI**, as well as links to the Library Guides on avoiding plagiarism. The **plagiarism declaration text used for submitting assignments is available here and on Blackboard**. It is the responsibility of students to familiarise themselves with this important policy and its consequences.

[The School Handbook](#) sets out School **policy on the late submission of coursework**.

4.5 Capstone Project

The Capstone project is an independent research project on a topic chosen in consultation with a departmental staff member who will act as supervisor. It is an extended essay of 10,000 words, including all notes, references and bibliography.

Details of College Policies and Procedures with regards to research guidelines and ethical practices are [outlined on the School website](#).

4.6 Attendance Requirements

Attendance at all lectures and tutorials is compulsory. In case of illness of longer than a few days, please notify your lecturers and your tutor. Medical certificates can be submitted to the programme coordinator.

- [Calendar Part II, B: General Regulations and Information, 'Attendance'](#)

4.7 Absence from Examinations

Students who may be prevented from sitting an examination or examinations (or any part thereof) due to illness should seek, through their tutor, permission from the Senior Lecturer in advance of the assessment session to defer the examination(s) to the reassessment session.

Students who have commenced the assessment session and are prevented from completing the session due to illness should seek, through their tutor, permission to defer the outstanding examination(s)/assessment(s) to the reassessment session.

In cases where the assessment session has commenced, requests to defer the outstanding examination(s) on medical grounds, should be submitted by the tutor to the relevant school/departmental/course office. If non-medical grounds are stated, such deferral requests should be made to the Senior Lecturer, as normal.

References:

- [Calendar Part II, B: General Regulations and Information, 'Absence'](#)
- [Academic Policies](#)

4.8 Requests for Transcripts

Include the following information in your email:

- Full name (as it appeared during your time as a student)
- Student number
- Programme of study
- Years of attendance at Trinity College Dublin

For older transcripts, the following details may not be available:

- Module or course descriptions for each academic year
- Module names corresponding to results listed on transcripts
- Descriptions of module content or learning outcomes
- ECTS credits, contact hours, or workload per module

Transcript processing requires a **minimum of 10 to 14 working days**.

4.9 External Examiner for TJH German

In the Junior and Senior Sophister years, exams are set with the approval of the External Examiner. All examinations, and all coursework that contributes to the degree mark is internally double-marked, and subject to the scrutiny of the External Examiner according to the criteria set out above and in GRU12341 (Assessment Information).

- Prof. Astrid Köhler (Queen Mary University of London).