HANDBOOK FOR OUTGOING ERASMUS/ EXCHANGE STUDENTS 2026/27

School of Social Sciences and Philosophy
& Trinity Business School

Date: 28 October 2026

Update note: The handbook has been updated to reflect that applications for School-exchanges in SSSP and TBS will be submitted through a separate form compared to College-wide exchanges this year (p. 6). The time window for submitting applications has also been updated to reflect the extended deadline of 20 November 2026 (p. 8). All other content remains unchanged.

Contents

Introduction....3

Important disclaimers....3

Erasmus/Exchange Checklist for Outgoing Students....5

Applying for Study Abroad-Research....6

Offer and Personal Declaration (School exchanges)....8

Preparing to go away....12

Requirements While Away and Results....16

Contacts....18

Introduction

The School of Social Sciences and Philosophy (SSSP) and the Trinity Business School (TBS) encourage our students to participate in study abroad programs. These programs provide students with a unique opportunity to not only enrich their academic education but also to gain invaluable intercultural, language, social and civic skills.

Please note that study abroad programs are first and foremost an academic and educational opportunity.

The exchanges provided by SSSP/TBS or by any other office of College are **not** touristic, or even primarily culture-oriented visits; they are academic visits, and therefore the coursework and curriculums followed by students at their exchange are of top priority. This will impact all parts of the exchange process, from preparing your applications (and personal statements) to allocations, module selection, and grade conversions at the end.

Students are advised to take this into account when selecting their preferred study abroad destinations and preparing their application material. Moreover, please note that **an application to study abroad might be unsuccessful**. As the availability of suitable study abroad places is influenced by a variety of factors, SSSP and TBS cannot guarantee a place for each student who applies to study abroad.

Important disclaimers

Please note that School exchange offices do NOT provide personalized or customized services; they provide standardized services. This means that the School exchange offices' email accounts cannot be substituted for reading these guidelines, and you should not send emails without reading these guidelines carefully.

If you ask questions whose answers are clearly covered by the provided guidelines, business.exchange@tcd.ie and SSP_StudyAbroad@tcd.ie account administrators have been instructed to send you this guide in response. Please read this guide carefully before sending us an email as this is crucial to avoid superfluous correspondence, which undermines the School offices capability of answering queries from students who genuinely need our help in a timely manner.

For TBS: If a student consistently emails the business.exchange@tcd.ie account with questions that can be answered by reading this guide, the Business Study Abroad team reserves the right

to present the evidence to the Business undergraduate committee and request that that student will be excluded from the exchange process.

Please note that it is the student's responsibility to know and apply these guidelines. Doing so is in students' best interest as it allows them to avoid mistakes that might jeopardize their study abroad application, offer and/or progression. Not receiving feedback from the study abroad team will not be accepted as an excuse for missed deadlines if what needs to be done can be derived from these guidelines.

To respond to student queries, the study abroad team will require the information listed below. Failure to provide this information in your email will delay the study abroad team in responding or your query being resolved. This can be prevented by providing the information listed below at the beginning of your email.

- **Full Name** (as it appears on your student record):
- **TCD Student ID Number:** (If you have not yet received one, please write N/A)
- **Year of Study in 2026/27:** (JF, SF, JS or SS)
- **Degree Program:** (e.g. PPES, BSL, GB, BESS, CSB or LB)
- **Pathway:** (if applicable; e.g. SH XXX, Major XXX Minor YYY, JH XXX YYY)

Please also note that as a result of the diversity and flexibility of pathways, very few students end up with the same coursework after finishing their second year. Advice given to one student in your year might thus not apply to you, and vice versa.

Please also note that allocations are based on the information provided on your Trinity record, including applicants' JF marks. In the past, cases of inadvertent misinformation occurred where, for instance, students claimed that their friends received the same JF mark as them but that their friends were allocated to a host, whereas they were not. Upon inspection, the study abroad team found that that information was not correct and that their friends actually had a higher JF mark, and the exchange allocation was thus correct. The study abroad team cannot disclose information about students' marks or other personal data to unauthorized third parties. Please be reassured that offers are made based on information provided on the application form and cross-checked with SITS records. Providing inaccurate information on the application form can result in exclusion from the outgoing exchange process.

Erasmus/Exchange Checklist for Outgoing Students.



Applying for Study Abroad-Research

There are two separate application processes:

- One for **College-wide exchanges** (also often referred to as international exchanges, with the application process administered by Trinity Global) and
- One for **School exchanges** (typically but not exclusively covering Erasmus exchanges, with the application process administered by Schools or Departments within Schools).

The application form on the SSSP outgoing website and TBS outgoing website is for School exchanges within SSSP and TBS only. For the application process for College-wide exchanges, please follow the instructions provided by Trinity Global.

College Wide Exchanges

There are opportunities for students to take part in international college-wide exchanges to, among others, North America, China, Singapore, and Australia. These are open to all students on a College-wide basis, and students must apply for these through Trinity Global. There are strict criteria for acceptance under this system. Please see the Study at Trinity website for further details.

College-wide exchanges are based on partnership agreements between Trinity College Dublin and a university in another country. They usually involve exchanging students between universities. This may lead to TCD sending an engineering student and receiving a Business student in exchange, for instance. However, there could be limitations in these agreements. For example, it may be that a partner university does not accept Business or Economics pathway students under this type of agreement. Therefore, please check carefully to make sure which College-wide exchanges are suitable for your pathway. The Business exchange team uploads the list of suitable College-wide exchanges to their web page, and other departments may provide such lists as part of automated email attachments sent as a reply to students.

School (including Departmental) Exchanges

Applications for School exchanges within SSSP are made via the study abroad website, and information for exchanges hosted within TBS can be found on the Business School's study abroad website. The websites also provide a comprehensive list of all study abroad opportunities within the School of Social Sciences and Philosophy and Trinity Business School respectively.

You are only eligible for exchanges listed under your subject(s).

When applying for School exchanges, please think carefully about your list of preferences and do

some research into all the options you are considering. Use that information both in deciding the order of your preferences and to find out all you need to know before travelling to the university for your time of studying abroad. Please note:

The selection committee will assume that students will be happy to go to any of their listed preferences. If you do not want to go to a specific destination (either because of personal preference or pathway requirements), please DO NOT list that destination on the application form. If the form requires you to list five preferences but you are interested in fewer than five study abroad destination, it is permissible to insert "None/NA" (NA stands for "not applicable").

Please note that, during the academic year, multiple rounds of offers will be extended, and students who may not receive offers in an earlier round may receive offers as places may become available as a result of students with higher JF marks declining their School exchange offer (e.g. to accept a College-wide offer). **From the third offer round onwards, students may be offered a place outside of their top-5 preferences if places at their top-5 destinations remain unavailable after the first and second round of offers.** Students will be allowed to reject an offer that was not in their top-5 preferences while remaining eligible for consideration in potential subsequent offer rounds.

There are limited places for each university, and we need to observe a balance between the number of students that we send and the number of students that we receive. There are consequently quotas agreed in our exchange agreements. We cannot amend the quotas unless the other university is also willing to do so. As a result, while we will do our best to accommodate your expressed preferences or a choice you will be happy with, this **cannot be guaranteed**.

It is very important for you to understand that the allocation of School exchange offers is done centrally, and with certain principles and standards applied, such as students' Junior Fresh mark and pathway eligibility. It is therefore not possible to "trade" places with other students, and the answer to such requests has always been and will continue to be "No".

It is important to note, this application system is for exchanges offered by the School of Social Sciences and Philosophy and Trinity Business School for the following programs: BESS, PPES, Single Honours Philosophy and Trinity Joint Honours programs that include a subject taught within SSSP and TBS EXCEPT Computer Science and Business as well as Law and Business. Please note that the exchanges available for Computer Science and Business students are managed by the Computer Science coordinator and **NOT** the Business coordinator. The Academic Director for Business Exchanges is involved in module selections only and on a consulting basis when requested

by the Computer Science and Business coordinators.

Applications to go abroad in the academic year 2027/28 are open from 28 October to 20 November 2026. The application window is the same for School exchanges under the School of Social Sciences and Philosophy and Trinity Business School as well as for College-wide exchanges under Trinity Global. Please note that offers are **not** based on a "first come, first served" basis. You have the full application window to apply, and we strongly encourage you to apply within that window once you have done your research and decided on your preferences.

Additional advice: Please note that your JF mark is a key criterion in the allocation of exchange places. Please consider this when specifying, for instance, the desired length of your exchange. If your JF mark is not very high, by the time your allocation is considered, a quota of two semester places may not be left at your preferred destinations. If you only applied for a full-year exchange, you will thus not be provided an offer for that host. Thus, it is recommended to not apply exclusively for a full-year exchange if your mark is not very high.

Similarly, some partner universities accept students either only in a specific semester or may require a "balanced" allocation of students between semesters. This is not always known in advance and may be one of the reasons why **you might receive an offer for a different semester than you applied for, especially if your JF mark is not very high**. When assessing outgoing exchange applications, the selection committee will prioritize your exchange destination preferences over your semester preference **unless you specify in your personal statement why an exchange in a different semester would not be possible** (e.g. because of clashing academic calendars between the host and Trinity).

Some host universities might require exchange students to take modules in a language other than English. In such cases, please only list those destinations in your application **if you have the relevant language skills**. Host universities might require proof of your language proficiency.

For the School exchanges application for SSSP/TBS, please keep your personal statement to no more than 100 words, and focus on how your preferences will impact your academic progress.

Offer and Personal Declaration (School exchanges)

Provisional offers for places on School exchanges will be made on the basis of the following **criteria**:

- Grades received in Junior Freshman year,
- Proficiency in the language of instruction at any institution where you are applying for a place, and
- Compliance with College regulations and policies, including the Trinity Dignity and Respect policy.

Please note that all correspondence with the SSSP and TBS exchange team needs to be in line with Trinity's Respect and Dignity Policy. Inappropriate behavior toward members of the study abroad team will not be tolerated and may result in an exchange offer being revoked and/or exclusion from the allocation process.

School exchange offers are made in several rounds. First-round offers are made in mid-January. Second-round offers are made in late January or early February. Third and fourth rounds may happen in February and March. Offers are made via email with tight deadlines for acceptance. **You must accept the offer within the time specified in the email; otherwise, it will lapse. It is very important that you write/spell your email address correctly in the application form. Missing or mistyping a single letter from your email can result in you not being aware of your offer, not replying, and in your offer consequently lapsing. The exchange committees will not make any amendments for such mistakes.**

If you reject an offer for an institution that you listed among your preferences on your application or fail to respond to an offer, you will be removed from our offers database and excluded from consideration in any future offer rounds. If you say "yes" to an offer that was not your first preference, you may be offered a higher preference spot in a subsequent round. **However, please note that such an upgrade cannot be guaranteed.**

The offer will come with a link that will contain the Personal Declaration form, which must be completed. **Acceptance/rejection decisions that are submitted without a completed Personal Declaration form will not be considered valid.**

Remember that the process for College-wide exchanges may be different.

If you receive a School and a College-wide offer, you must choose one. It is our School policy that you <u>cannot</u> go to two different destinations in one academic year. Study abroad committees in SSSP, TBS and Trinity Global will exchange information on a regular basis.

Prior to accepting any offer, it is your responsibility to check that the offer meets your degree requirements. It is essential that you check the suitability of a destination for your degree pathway before listing it on your application form. If you receive an offer outside of your listed preferences,

which is possible from the third round of offers onwards if places at your preferred destinations remain unavailable after the first and second round, you will need to check the suitability of that destination before accepting the offer.

If you study more than one subject, it is your responsibility to check that the offer meets the requirements for all of your subjects. As a rule of thumb, School exchanges that are hosted by TBS or one of the departments within SSSP tend to be subject-specific, meaning that, for example, an exchange partner for a Business exchange would primarily expect you to take Business modules while abroad. This has implications for the front- or backloading of your other subject, which refers to the completion of all modules associated with one of your subjects in the JS semester that you spend at Trinity.

For instance, if you are a Joint Honors student with Business and Economics, and you prefer to go to an Economics exchange where you can only take Economics modules, then, you can select 30 ECTS of Business modules in your semester at Trinity and can take 30 ECTS of Economics modules at your host/exchange university as long as the study plan for your exchange is approved by the Economics exchange coordinator. However, if you like to go to a Business exchange, please bear in mind that you cannot take 30 ECTS Economics modules in one semester at Trinity and would thus need to either apply for a Business exchange partner that would also allow you to take one Economics module or receive approval from the Economics outgoing coordinator that they would count one of your modules abroad as an Economics module. Similarly, if your pathway is, for instance, Major Business/Minor Economics and you wish to go to a Business exchange, then you would most likely **need** to complete the requirements for your Economics Minor in the semester you are staying at Trinity.

Please note that questions about front- or backloading need to be addressed to the outgoing exchange coordinator for the subject that you wish to front- or backload. For instance, if a student is on the pathway Major Business/Minor Political Science and needs to frontload their political science modules because they are scheduled to go to a Business exchange in Hilary Term, that student would need to consult with the Political Science outgoing coordinator about their plans to frontload political science in Michaelmas Term.

Therefore, please 1) research potential exchange partners carefully, 2) re-familiarize yourself with the progression requirements of your own degree pathway, and 3) ask the outgoing exchange coordinators for your subjects with any specific questions that relate to that subject and remain after having done 1 and 2.

To front- or backload the modules for one of your subjects (i.e. complete them during the

semester you spend at Trinity), you will need permission from the outgoing exchange coordinator for that subject AFTER receiving an exchange offer AND accepting that offer. This means that, for example, if you receive an offer for a Business exchange and need to complete your Economics Minor in your JS semester at Trinity, you will need permission from the outgoing exchange coordinator for Economics. Please note that some second-semester JS modules might require completion of a related JS module in the first semester, which would mean that backloading might not be possible unless the outgoing exchange coordinator for that subject approves a first-semester module at the exchange university as a substitute. **Please make sure to re-familiarize yourself with the requirements of your own pathway, the module offerings at Trinity, and the module offerings at your prospective host university when formulating your academic plans**.

Please make sure to send any queries about this to the correct coordinators. Queries about front- and backloading need to be addressed to the outgoing exchange coordinators for the subject that you want to front- or backload.

Offers are made subject to conditions, and an absolute minimum of a second class honor (II.2) in Senior Freshman year. Students who are accepting an exchange offer are accepting the offer for a full semester (or full academic year) at that host institution. This includes the host institution's assessment and, where needed, supplementary period. Please consider this when making summer plans (e.g. internships, vacations). Trinity is not able to accommodate or resolve any clashes between students' personal calendar and the host institution's academic calendar. Therefore, please check the academic calendar of the host university to make sure it does not clash with the semester dates for the semester you want to spend at Trinity (for one-semester exchanges) and/or your summer plans. **Students receiving an offer for a single semester must check the academic calendar at their preferred destination to ensure that there is no overlap between the dates for their semester abroad and their semester at Trinity.** Some study abroad opportunities (e.g. in Austria, Germany) are only suitable for Hilary term exchanges given the differences in academic calendars.

Moreover, please make sure to familiarize yourself with and follow the rules and regulations of the host university for the entirety of your exchange. This includes but is not limited to rules around assessments, supplementals, and the issuing of transcripts. Trinity does not have the authority to overrule or intervene in the host university's own procedures and regulations.

The allocation process typically ends in early April. Offers and changes to offers beyond that point will only be considered in exceptional mitigating circumstances.

Preparing to go away

After receiving and accepting your exchange offer, Trinity will nominate you to the host institution.

Note for SSSP: For College-wide exchanges and School exchanges to non-Erasmus countries, this will be done by Trinity Global. For School exchanges to Erasmus partners, this will be done by the Erasmus Outgoing Team.

Note for TBS: For College-wide exchanges and Business exchanges to Erasmus countries, this will be done by Trinity Global. TBS processes nominations for Business exchanges to non-Erasmus countries.

You will then receive an invitation to apply to the host university.

Please note that some hosts may require a document confirming your language proficiency.

- If that applies to you and you go on a School exchange facilitated by one of the departments within the School of Social Sciences and Philosophy, please contact the SSP School Study Abroad account to request a document confirming your language proficiency. In your email, please include the relevant evidence of your language skills.
- For College-wide or TBS exchanges, please contact your tutor with the request to issue such a document.

It is your responsibility to be vigilant and reply in accordance with set deadlines when receiving your invitation. If you suspect any delays, please contact either Trinity Global, Erasmus Outgoing or the TBS account depending on the exchange you are going on (please see the information provided at the start of this section to know who is looking after the nomination for your type of exchange).

After your application is accepted by the host, you will start receiving information about available module choices.

Please note that students who need to take supplemental exams to pass their second year will need to pass their second year and progress to their third year to stay eligible to go on exchange. If a student fails their supplementals, then the student will need to go off-books and will need to inform Trinity Global or Erasmus Outgoing (depending on who is doing the nomination for your type of exchange) and the TBS or SSSP exchange offices (depending on whether it is a TBS or SSSP exchange) within one week of knowing about this outcome. On the condition that the exchange partnership stays valid and suitable for the pathway of the student, SSSP/TBS School exchanges

will try their best to reserve the exchange allocation for when the student returns from off-books. However, the student needs to inform the School exchange coordinators within one week of the supplemental results announcements for these arrangements to be coordinated.

Before leaving for your **exchange, you must complete:**

- **The Pre-Approved module form (PAM).** As soon as your host reveals the modules you can enroll in, you will need to form a study plan and prepare a PAM form. You should list the modules you like to take as well as some back-up modules in case you cannot take your preferred ones. The PAM must be submitted to and approved by your outgoing coordinator(s). If you study more than one subject, your PAM needs to be approved by the outgoing coordinators for both of your subjects. For SSSP students (including BESS students), PAMs are normally submitted via an MS Form link that will be available on the SSSP outgoing exchanges website. For TBS students (including Global Business and Business and Language), a separate PAM form template will be rolled out via the Business Exchanges' Teams page, website, and/or Blackboard module.

- Please note that SSSP and TBS students going abroad are required to enroll in 30 ECTS for a one-semester exchange and 60 ECTS for a full-year exchange. Modules need to be selected based on their academic suitability for the student's degree pathway. Please make sure to follow the requirements for your pathway at Trinity when selecting modules for your PAM.
  - If you are a multiple pathway student, such a Major and Minor, or a Joint Honors student, you are NOT eligible to take an Open Elective, so you should NOT list a Language module on your PAM as it will not be approved.
  - You are expected to avoid repetitive work. In other words, you are expected to avoid enrolling in Introductory/Principles/Foundations modules as these are anticipated to be repetitive of material you already covered at Trinity. For example, if you have taken Organizational Behavior at Trinity in your second year, please do not list the same or a substantively similar module on your PAM. Such repetitive work will not be approved.

- You must also complete the Learning Agreement (LA) and send it to the outgoing coordinator(s). The LA should include only approved modules from your PAM; so extra modules on the PAM are advised (link to the LA for School exchanges and for College-wide exchanges). Note that different Erasmus hosts will require different mediums for students to draft their Learning Agreements and submit it for approval to their home

and host institution coordinators. One such medium is the Erasmus Without Paper (EWP) platform. Most EU hosts will use this platform, and you can learn how to draft a Learning Agreement from this host's tutorial video: https://www.youtube.com/watch?v=ewPYF179M7w&t=1s.

As soon as your PAM is approved and the host confirms your module enrolment, you must complete

- **The 'Before Mobility' section of the learning agreements, signed and approved by the TCD coordinators *and* the Host University**. Please note that if you need to make a change to your module list before sending it to the host university coordinator, it can only be done at the EWP if you have not signed it yourself, or the Trinity coordinator needs to reject your LA from the EWP so that you can re-draft it.

    - At Trinity, your LA is reviewed and either approved or rejected (with change/revision requests) by the outgoing coordinator(s) for your subject(s). Please make sure to list the correct coordinator(s) on your LA as listing the wrong coordinator(s) will result in the delayed review of your LA.

    - The LA should then be attached to the study Abroad Form, which you can find via the following link: Your Exchange Journey - School of Social Sciences and Philosophy | Trinity College Dublin.

Any changes to this learning agreement during the course of the exchange must be agreed in writing by completing the 'during mobility' section on the learning agreement, which then needs to be signed and approved by the TCD coordinator(s) and the Host University.

If a student deviates from the program of study agreed upon in their learning agreement, coordinators are not obliged to accept non-approved modules, which could jeopardize the student's ability to progress.

You should check the host university's website to learn as much as possible about your destination and avail of any advice that the host university offers to visiting students. You are also advised to get in touch with the contact person at the host university for information regarding modules and accommodation. You may find it useful to make contact with other Trinity students who have previously spent their time abroad at that university.

Bear in mind that many universities report an accommodation shortage and that you are advised to arrive at least a week or so in advance of the term to ensure that you get settled and find

accommodation in advance of the beginning of lectures. It is advisable to investigate accommodation in your new destination as early as possible, even at the beginning of the summer vacation. In any case, there is often a certain amount of bureaucracy to deal with on arrival in a new country and you should allow plenty of times for this before classes start.

Please note that School exchange offices are not required, trained, or responsible for providing any non-academic guidance, such as pastoral care or services on accommodation, visa, travel, etc. The Study at Trinity website provides further information on preparing to study abroad.

Fees

Trinity students going abroad continue to pay Trinity fees but pay no registration fees to the host university. In some cases, host universities may require administration fees or other charges. You should ensure that you are fully registered for the 2027/28 academic year at Trinity before you travel on exchange.

Erasmus Grants

Please note that if you are going to a non-EU exchange (e.g. McGill University), then you are **NOT** eligible for an Erasmus grant. Students going to non-EU exchanges may qualify for other grants, which are entirely managed by Trinity Global and queries about such alternative grants should thus be directed to Trinity Global.

If you are going to an EU exchange, then you may qualify for an Erasmus grant, for which the application process is managed entirely by the Erasmus Outgoing Team.

Please note that beyond reviewing and signing your Learning Agreement (LA), School exchange offices are not involved in the Erasmus grants process or the process for applying to and administering any other grant. They will consequently not be able to provide guidance on how to apply for Erasmus or other exchange grants.

Instead, you should direct grant-related questions to Trinity Global (for non-Erasmus exchanges) or the Erasmus Outgoing Team (for Erasmus-exchanges). You might also find the following links useful:

- https://www.tcd.ie/global/mobility/outbound/how-can-i-go/ (Under Pre-Departure:

Bursaries and Grants)

- https://www.tcd.ie/global/mobility/outbound/faq/ (Under "Costs and Funding" - "Is there a grant for mobilities outside of Europe?" and "What documents do I need for the Erasmus+ Grant?", with the latter including links to form templates)

The TCD Global Room Instagram account (https://www.instagram.com/tcdglobalroom/?hl=en) also includes helpful information and guidance. This includes, for instance, grant specific videos (e.g. "Going on Mobility? How to get the Erasmus Grant", 22 July; & "Going on Mobility? How to get the Global Mobility Bursary", 22 July).

Requirements While Away and Results

If you decide to spend half a year abroad, you will be examined on the basis of work completed during the other half at Trinity plus any assessments in the modules you take at the host university. If you decide to spend a full academic year abroad, you will take modules equivalent to those at Trinity.

Trinity students who are away for the full academic year must enroll on modules at their host university to the equivalent of 60 ECTS. The overall percentage result and grade will be based on the best relevant 45 ECTS (whole modules only, so possibly more than 45 ECTS).

For one-term exchanges, students must take modules equivalent to 30 ECTS. The result will be calculated on the best relevant 20 ECTS (whole modules only, so possibly more than 20 ECTS). For the term they spend in Trinity, they must take 30 ECTS.

Additional rules about having to achieve a minimum number of credits per subject may apply, depending on your pathway and program.

For universities that do not use the ECTS credit system (e.g. non-EU universities), the college-wide conversion table provides the conversion for credits to ECTS. You can find that conversion table here (Under “Step 6 – Transcripts”).

All your module choices must be approved by your TCD coordinators. You can find their contact details here. You are responsible for getting your modules approved by the relevant coordinator(s). If you fail to meet requirements, either by failing to get the required number of ECTS or by taking modules not deemed appropriate by your coordinator(s), you will fail the year. To progress to final year, you need to pass your JS semester/year abroad.

In certain circumstances students have to frontload their modules for one subject, i.e. taking all their modules for one subject while away and all their modules for another subject while at Trinity. In these circumstances, it is the responsibility of the student to ensure that they can take the required 30 ECTS in one subject while in Trinity and 30 ECTS in their other subject while away and to obtain the prior permission of their coordinator(s).

Marking scale

Your exchange results will be converted to Trinity results using a conversion table. The table will be unique for each country/host university. For School exchanges within SSSP or TBS, you can find the conversation tables on this website (Under "Step 6 – Transcripts"). If you have any questions in relation to the conversion of your exchange marks after consulting that table, please contact your subject exchange coordinator.

Progression

To pass the year, students will need to meet all assessment requirements for their modules AND fulfil their minimum pathway requirements. If students do not pass enough ECTS for their pathway requirements, they will be returned as Fail Repeat Year. They will be required to repeat the year in full in all their subjects.

If you are a BESS student, please note that the BESS program committee decided that, from 2026/27, the program will move to be in line with Global Business and TJH on the rules for passing by compensation. This will apply to JS students going abroad for one semester and spending the other semester at Trinity. These students will no longer be able to pass by compensation for any JS modules taken at Trinity, and so will need to pass all Trinity modules.

Please note that compensation does not apply for Exchange results.

It is important to note that if you are on a Semester 2 exchange and have not passed overall or have a mix of failed modules and deferrals from Semester 1 in Trinity, you are required to sit components in ALL failed modules at re-assessment. If you do not attend or fail to submit a re-assessment for a certain module without prior permission to defer, it will be marked as AB and you will normally be marked as having failed that module.

Results for students on full-year and Hilary Term exchanges will be processed at the supplemental court of examiners and published in early September. Results for students on Michaelmas Term exchanges will be processed at the annual court of examiners, and their results will be published in May/June.

Contacts

Contact details of departmental exchange coordinators in the Trinity Business School and School of Social Sciences and Philosophy are listed here: Contacts - School of Social Sciences and Philosophy | Trinity College Dublin.

In addition to the points of contact listed above (e.g. outgoing exchange coordinators at Trinity, School study abroad offices, Trinity Global, Erasmus Outgoing), you should also take notes of the following key contact points for administration and personal support:

- Before you go on exchange you should contact your TCD Tutor to introduce yourself and to explain that you will be spending part/all of your Junior Sophister year on exchange in case you need their support while away. Please be reminded that "A Tutor is a member of the academic staff who is appointed to look after the general welfare and development of the students in his/her care. Tutors are a first point of contact and a source of support, both on arrival in College and at any time during your time in College. They provide CONFIDENTIAL help and advice on personal as well as academic issues or on anything that has an impact on your life. They will also, if necessary, support and defend your point of view in your relations with the College. Your Tutor can make sure you are supported and that any negative impact on your studies is reduced." The following website includes further information: https://www.tcd.ie/seniortutor/students/undergraduate/.
- Your exchange coordinator in your host university.