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Tangent FAQ’s for Application to Springboard Postgraduate courses

PRE-APPLICATION

1. What courses are currently open for application?

Application for all 2021 courses is closed. Applications will reopen in May/June 2022 (subject to HEA Springboard funding).

Upcoming courses

If you are enquiring about the Postgraduate Level 9 Springboard courses commencing in Autumn 2022, you can express your interest in future intakes HERE (subject to funding).

Before applying for a course, you must first register on the Springboard website and log in. Please be advised that places are limited on these courses and early application is strongly advised.

2. How do I apply/ What are the closing dates for application?

Application links and closing dates

Application for 2021 courses is now now closed. Applications will reopen in May/June 2022 (subject to HEA Springboard funding).

3. Am I eligible to apply for a Springboard funded course?

Please be advised that it is the applicants’ responsibility to ensure they are eligible and not the responsibility of the admissions team at Tangent, Trinity’s Ideas Workspace. Please visit https://springboardcourses.ie/eligibility in order to review all criteria relating to whether or not you are eligible to do a Springboard funded course.

On a high level you are eligible if:

- If you are unemployed and in receipt of social welfare payment (100% funded)
- If you have been unemployed for 9 or more months without a social welfare payment and upload a signed Homemaker Declaration (100% funded) Homemaker Declaration Form
- If you are in employment and provide evidence of ongoing employment. (90% funded)
- If you meet the residency criteria of having lived in the EU at least three out of the last five years.

Preference will be given to unemployed persons who have not completed a Springboard programme previously.
4. What documents do I need to upload to the Springboard website in order to apply?

In order for your application to be considered all of the following documents (or suitable equivalent) must be uploaded to Springboard:

- Transcript / Award at QQI Level 8 *(please refer to Q11, 12 & 13 for more information)*
- Reference 1
- Reference 2
- Applicant CV
- Statement of Interest
- Proof of Eligibility for Springboard Funding *(please refer to Q.7)*
- Proof of Residency *(applicable to employed applicants only. E.g. copy of utility bills or bank statements addressed to you and dated across 3 different years within the last 5)*

Only completed applications will be reviewed. Places are limited on all courses so early application is advised.

5. I am interested in applying for a Springboard course. Where do I find more information?

Please visit the FAQ section of the Springboard website [https://springboardcourses.ie/faq](https://springboardcourses.ie/faq)

DURING APPLICATION

6. I am having difficulty applying to this course on the Springboard website, can you tell me why?

If you are experiencing technical difficulties on the Springboard website, please contact Springboard technical support on support@vidatum.com
7. What do I need to upload to the Springboard website for the Proof of Eligibility for Springboard Funding section?

This section refers to your eligibility to do this course. Springboard eligibility criteria can be found here. Documents should be uploaded in PDF format. Please see below examples of the types of documents you can upload, depending on your status:

**Unemployed** – A copy of a recently dated receipt of Jobseekers or other qualifying payments from the Department of Social Protection  
**Returner** – Download the Homemaker Declaration Form from here or the Springboard website and have it signed and dated by you and a Commissioner of Oaths.  
**Self-employed** – A letter from your accountant stating you are self-employed/ Evidence of CRO number (company registration office number)  
**Employment** – A copy of a recent payslip/ A letter from employer stating you’re in employment/ A copy of the most recent ‘Employment Detail Summary’ or other relevant revenue documentation.

8. Do I need to upload documents to the Proof of Residency section?

This section applies only to applicants in employment. As stated in Q.4 you can upload a copy of utility bills, bank statements or any other document that is addressed to you and dated across 3 different years within the last 5.

9. What can I do if I am finding it difficult or not possible to provide an academic reference?

If it is not possible to attain an academic reference, then a second Professional Reference can be submitted. The reference should speak to your suitability for this programme, be dated within 3 months and be on headed paper. Otherwise, you can use the Tangent Reference Template.

10. Can you tell me if my application is complete yet?

Once all required documents are uploaded, your application is complete.

11. How do I know my documents have been uploaded successfully?

Once you upload a document, you will see the name of the document appearing in red text. That is how you know it has successfully uploaded. You must also submit your application in order for us to be able to check your documents.
12. I do not have a copy of my college degree or my degree parchment does not state it is a Level 8 award, what will I do?

As part of your application, you must upload a proof of your Level 8 degree. The awarding Institution will provide you with a copy of your Transcript or a document that confirms you completed your Level 8 and the grade you were awarded. Please request this well in advance from the awarding institution to allow sufficient time to receive it prior to the closing date for application.

13. Do I need to get my degree and references translated?

Candidates who hold degrees from an institution outside Ireland must upload their Transcript as well as a Level 8 comparability statement from NARIC. [https://www.qqi.ie/Articles/Pages/Qualifications-Recognition.aspx](https://www.qqi.ie/Articles/Pages/Qualifications-Recognition.aspx). References should be translated into English if originally in another language.

14. If I have a Level 7 or Level 8 degree, but not a 2.1 can I still apply?

The 2.1 or higher qualification is pre-requisite for some courses. Applicants who have a lower qualification or no formal qualifications may still be considered if they can demonstrate their suitability for the course based on recognition of prior learning (RPL) under Trinity’s RPL policy and procedures. Please note that no applicants under RPL can be accepted after the closing date. Please see above closing dates for available courses and have all required documents submitted prior to these dates.

15. If I am applying as a RPL candidate (Recognition of Prior learning) what documents do I need?

You need to upload all documents listed on the Springboard website. You should clearly detail the highest qualification you have received e.g. Level 6, Level 7, Leaving Certificate etc. You should also detail your previous work experience on your CV and clarify your RPL status on your Statement of Interest.

16. I am applying as a Returner and I do not have any recent academic/employment references. What should I do?

Two references are required as part of your application. The references should be recent and recommend you for the course. Ask people who you deal with now to give you a character reference. E.g. supervisor where you have carried out voluntary work or member of a committee/association that you have been involved with in some capacity.
17. Can I send my documents to you by email?

No, all documentation needs to be uploaded to the Springboard website before your application can be considered. Documents should be uploaded in PDF format. Tangent cannot upload supporting documentation on your behalf.

18. How much does this course cost if you are in employment?

For those in employment the course fee is 10%.

Springboard will fund the remaining 90% if you meet their eligibility criteria.

19. How will the course be delivered?

All courses, apart from Creative Thinking Innovation and Entrepreneurship, are delivered in blended format – a mixture of online and in-person sessions. Students will be expected to have access to a laptop or PC, a working webcam, and access to the internet.

Is this course similar to a Masters/ Will this course lead onto a Masters?
The courses are stand-alone special awards at Level 9 NFFQ, worth 30 ECTS. They do not lead onto any other course but may be considered as part of the minimum entry requirements to another course of study.

POST APPLICATION

20. Can you confirm you received my application?

Once you upload a document, you will see the name of the document appearing in red text. That is how you know it has successfully uploaded. Once all documents are uploaded, and you have submitted your application, it is then complete.

21. When will I be notified if I have been awarded a place or not?

All applicants (both successful and unsuccessful) will be notified four weeks prior to the start of the course. Please note that due to a longer application period for certain courses, some applicants may be waiting longer than others to hear the outcome of their application. While we apologise for any inconvenience, we do still encourage early application to all courses. If you have not heard from us by that time, please get in touch at springboard@tcd.ie
22. Is there flexibility on the deadline as I won’t have my References/ Eligibility document/ Transcript in time? Q. Can I still apply for this course even though the deadline has passed?

All applications must be received before the closing date in order to be considered.

23. Can you tell me why I wasn’t successful /provide additional feedback and what I need to do if I apply again.

Due to the high volume of applications for this programme, we regret that we are unable to provide detailed feedback on a per applicant basis.

24. When will I know if I got a place on the waiting list?

Tangent will contact you directly if a place becomes available.

25. What days and times will this course take place?

Timetables for each course will be confirmed and uploaded to the Tangent Website once available.

26. What is the time commitment for this course outside of class times?

This is a level 9 qualification from Trinity College Dublin and therefore there is a significant amount of work required outside of class times. The amount of hours will vary between courses to some extent and will be busier in some weeks than others when certain assignments or projects are due.

27. Is it possible to access the lectures at a different time?

80% attendance at live lectures/workshops is one of the requirements to pass this Level 9 qualification. We would request that students be present 100% of the time. We endeavour to record all classes, which can be watched back, if required.

28. Is it still possible to apply to a course after the closing date?

Please be advised that the closing date has now passed for the above courses and we are no longer receiving in applications. We are optimistic that these courses will be funded again by Springboard and we will know that is about June 2022. Please check back in on the Tangent website as all course details will be listed there once confirmed.