

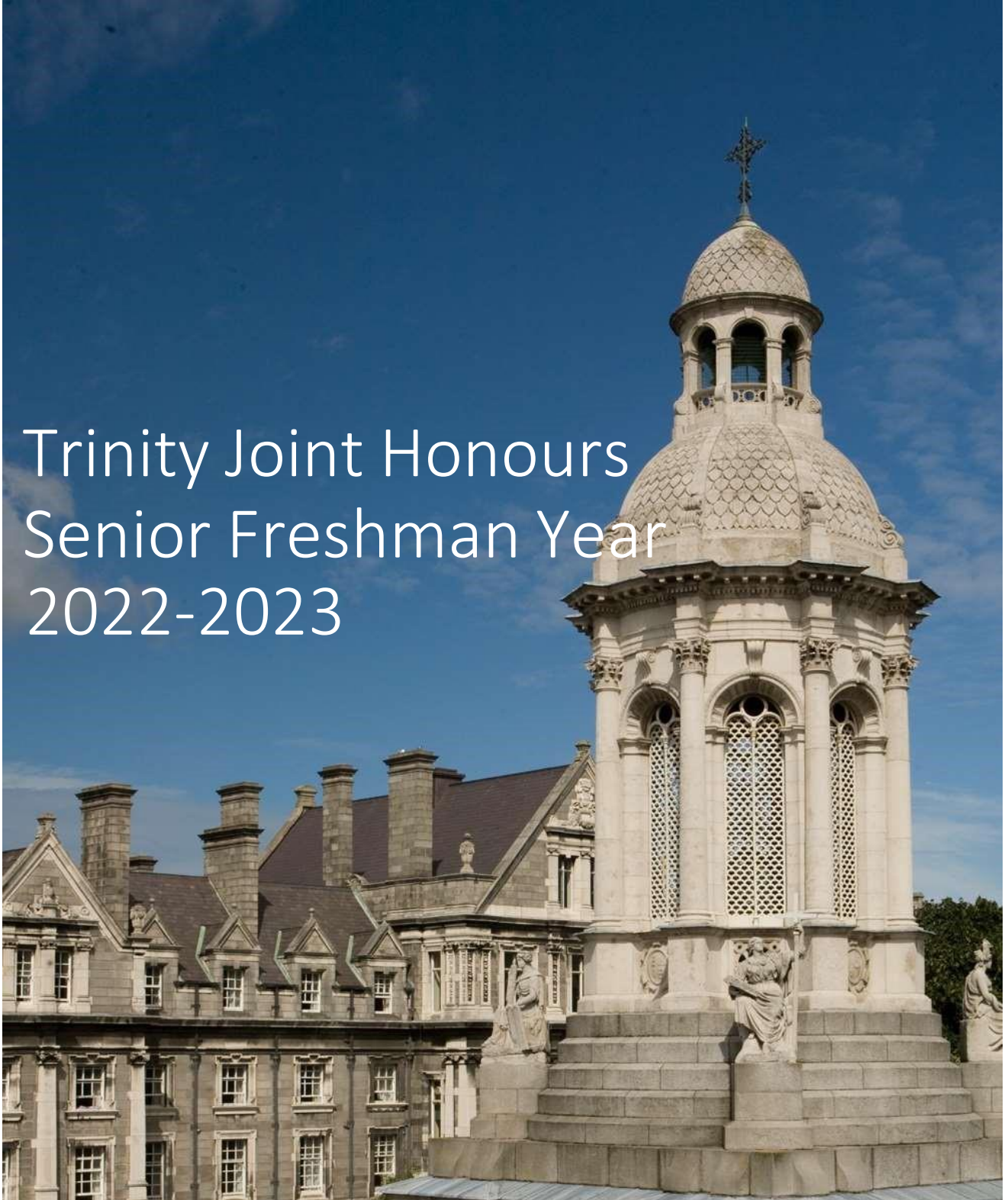


**Trinity College Dublin**

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

# Trinity Joint Honours Senior Freshman Year 2022-2023



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## 1. GENERAL COURSE INFORMATION

### 1.1 Introduction



Welcome to the Senior Freshman year of your Trinity Joint Honours programme! We hope that your 2nd year in Trinity Joint Honours remains as full of opportunity and challenges but supported by the foundation your first year has provided to you. In particular Year 2 is where you have been provided the opportunity to make choices about what you would like to study, how much of it you would like to study, and/or you may have also taken up Open Modules and Trinity Electives to experience learning outside of your core subjects. You may also choose to participate in Foundation Scholarship examinations during this year and/or may start preparing to go on an Erasmus or Study Abroad Exchange during your 3rd year.

This handbook aims to provide you with an overview of information that will be useful to you throughout the 2022/23 academic year. It is important to note that this handbook provides information that applies to most students in SF year of Trinity Joint Honours programmes and that you will need to consult School or Departmental handbooks for detailed information on each of your Joint Honours subjects.

We will be communicating to you throughout the academic year via your TCD email address and it is important to engage with these messages as soon as possible once you receive them, many of these messages will come from either [joint.honours@tcd.ie](mailto:joint.honours@tcd.ie) or [aduca@tcd.ie](mailto:aduca@tcd.ie)

## 1.2 Contact Details

Staff Name	Role/Title	Contact 1
Graeme Murdock	Associate Dean of Undergraduate Common Architecture (ADUCA)	<a href="mailto:aduca@tcd.ie">aduca@tcd.ie</a>
Marie McPeak	Undergraduate Common Architecture Office (UCAO) Manager	<a href="mailto:joint.honours@tcd.ie">joint.honours@tcd.ie</a>
Elaine Denehan	Undergraduate Common Architecture Sophister Coordinator	<a href="mailto:Joint.honours@tcd.ie">Joint.honours@tcd.ie</a> ; if your query pertains to Erasmus or Study Abroad, please use <a href="mailto:tjh.erasmus-studyabroad@tcd.ie">tjh.erasmus-studyabroad@tcd.ie</a>
Eilis Dunne	Undergraduate Common Fresh Coordinator	<a href="mailto:joint.honours@tcd.ie">joint.honours@tcd.ie</a>
Jason O'Callaghan	Undergraduate Common Architecture Executive Officer	<a href="mailto:joint.honours@tcd.ie">joint.honours@tcd.ie</a>

### General Regulations

Students must ensure that they are familiar with both the general regulations and the more detailed School or Department regulations.

<https://www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf>

## 1.3 Key Locations

### Programme Offices

The Trinity Joint Honours Office is located at 1.1 West Chapel, Trinity College Dublin, Dublin 2. At present access to this office is by appointment only, please contact [joint.honours@tcd.ie](mailto:joint.honours@tcd.ie)

Later this academic year we hope to move to an office within the Arts Building and we will be in touch when this happens.

### The Libraries

The Library will be at the centre of where you study and learn; the Library of Trinity College Dublin is the largest research library in Ireland. Library staff are available to help you throughout your time at Trinity. You will have a dedicated subject Librarian to help you find, evaluate, and cite information for your research. There is free student Wi-Fi and in excess of 400,000 e-books as well as millions of online journal articles and 6.5 million books. Trinity also houses the Book of Kells, a beautiful Celtic manuscript known worldwide. Admission is free for Trinity's students. Find out more at: <https://www.tcd.ie/library/>

The Berkeley, Lecky and Ussher Libraries are where students will spend much of their time studying and reading, with several spaces also available for quiet and private readings. <https://www.tcd.ie/library/opening-hours/berkeley-lecky-ussher/>

### The Global Room

The Global Room is a welcoming student support hub and event space on campus for all Trinity Students, managed by the International Student Liaison Officer.

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

### Academic Registry Service Desk

The AR Service Desk provides face to face assistance for students and staff with queries ranging from admission to graduation and everything in between.

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

## 1.4 Your Support Network



Trinity is an exciting place, full of opportunities to learn, make friends, and experience new things. While Trinity delivers world-class courses, it is not just about your academic development: we also want Trinity to be a place where you can develop socially, culturally, and personally. There is always someone to listen and help. We want to make sure that Trinity is a place where you are given the best chance to reach your goals.

In addition to lecturers, School/Departmental offices and the Undergraduate Common Architecture office, the following colleagues and offices are on hand to provide support to TJH students throughout their time in Trinity.

The [Student Services Handbook](#) is a useful guide to assist you navigating the various supports and personal in College. It may be of help for you in figuring out who is the best person to contact for a particular issue. In addition to lecturers, School/Departmental offices and the Undergraduate Common Architecture office, the following colleagues and offices are on hand to provide support to TJH students throughout their time in Trinity.

### College Tutor

In your first week in Trinity you will be assigned a personal tutor (a member of our academic staff). Your personal tutor will then be available throughout your time in Trinity to offer help and advice on topics such as changing course, deferring exams, appeals of progression decisions, taking a year out, financial difficulties as well as family and personal problems. Find out more at: <https://www.tcd.ie/seniortutor/>

### Academic Registry

The Mission of Academic Registry is to provide key centralised administrative services to students and staff supporting the best possible Trinity experience. Services available include applications and admissions, assessment, progression and graduation, records and case management, student finance, service desk, and communications. Find out more at: <https://www.tcd.ie/academicregistry/>

### IT Services

As a student at Trinity, you will receive an @tcd.ie email address. You should use this email address in all correspondence with College offices and staff. You will also get a username and password which give you access to a wide range of IT services, including access to Trinity wifi for you to connect your computer, tablet, or phone to the internet. Computer rooms are

located across campus, with both PC and Mac computers, and some of these rooms have 24hour access using your Student ID card. Printing services, including photocopying and scanning, are available in computer rooms and in libraries. Find out more at: <https://www.tcd.ie/itservices/>

### Mature Students Officer

Trinity welcomes mature students and a mature student officer is available to provide guidance and support to prospective applicants. Supports include: Application advice and clinics, Further education campus visits, Shadowing opportunities, a tailored orientation programme for mature students prior to the start of term in September. For further information on studying in Trinity as a mature student can be found here: <https://www.tcd.ie/maturestudents/>

### Disability Service

The Disability Service aims to develop clear and effective support systems at all stages in the student journey, from entering university, to graduation, to employment. Students with a disability are encouraged to register with the Disability Service at Trinity to seek supports where the disability could affect their ability to participate fully in all aspects of their life in college. Here are a few, but not all, of the supports and services available to students with disabilities: Advice to Leaving Certificate students thinking of coming to Trinity on admission, course choices, and supports, a tailored pre-university orientation programme for entrants and parents, a Disability Officer who will assess your needs and work with you during your student journey, the use of assisted technologies to assist in your learning, Occupational Therapy support, which provides confidential, practical support for students who may be experiencing mental health difficulties and/or physical and sensory difficulties. For more information on the Disability Service and supports available. Find out more at: <https://www.tcd.ie/disability/>

### Students' Union Supports

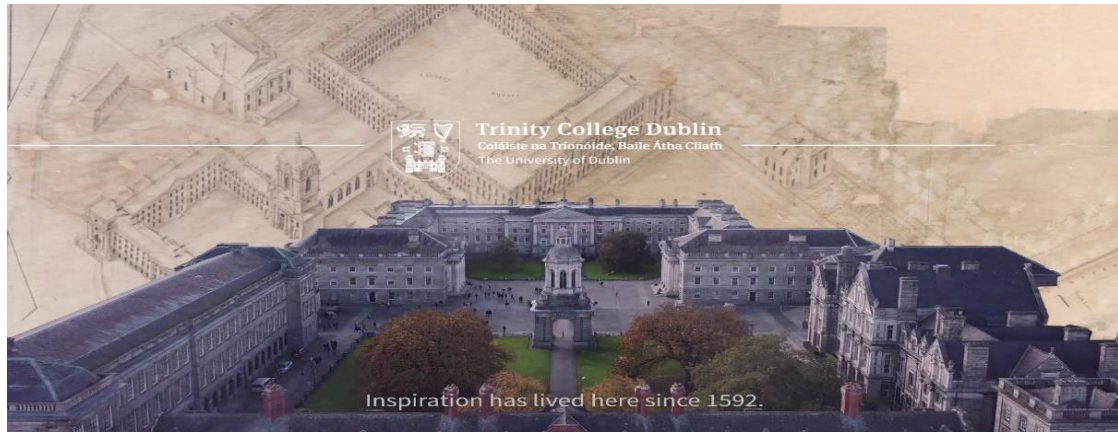
As a Trinity student the Students' Union is your union, run for students, by students. It represents you, looks after your needs, and fights for your student rights. Students can get involved with the Students' Union (SU) right from the moment they arrive in Trinity whether that's becoming a Class Rep, getting involved with SU Council or even running to become a sabbatical officer. Find out more at: <https://www.tcdsu.org/>

In addition to [joint.honours@tcd.ie](mailto:joint.honours@tcd.ie) your class representative(s) and the TJH convener may act as invaluable points of contact throughout your studies.

### Health Service

The Health Service provides primary care medical services for students. Student consultations are free of charge with modest fees for additional services. There are specialised clinics in physiotherapy, psychiatry, travel health, sexual health, smoking cessation, and minor surgery. It also focuses on the psychological and occupational aspects of student health and health education. Please see: for further information. <https://www.tcd.ie/collegehealth/>

## Student Counselling Service



The Student Counselling Service aims to help you succeed at Trinity. They provide a range of free, confidential, and professional services to all registered Trinity students: Short-term counselling for personal issues, including a daily emergency session and lunchtime drop-in consultations. Supportive groups to help you cope: including managing anxiety and bereavement. Well-being workshops; e.g. self-esteem, assertiveness, relaxation, and managing stress. Information is available on keeping mentally healthy and overcoming challenging times. An after-hours Niteline telephone service run by students for students. Freephone: 1 800 793 793, 7 nights per week during term-time, 9pm – 2.30am. Find out more at: [https://www.tcd.ie/Student\\_Counselling/](https://www.tcd.ie/Student_Counselling/)

## Day Nursery

Trinity's Day Nursery takes care of children from three months to 4.5 years of age. The Day Nursery is open for 51 weeks of the year from 8am – 6pm during term time and 8am – 5:30pm outside of term time. The nursery is approved for the CCS, ECCE and CETS schemes. The nursery offers very competitive rates and more information can be found at :<https://www.tcd.ie/about/services/daynursery/>

## Student Learning Development

Supporting your Transition from Second-Level Learning at university is different to secondary school and it can be a challenge to manage your own time, meet deadlines, submit assignments, understand the material and motivate yourself to study. This can happen to all students, no matter where you come from or what your background. But no need to worry.

Student Learning Development (SLD) can help you study effectively and be successful with our range of services including face-to-face and online workshops, individual consultations and our Blackboard online module – Academic Skills for Successful Learning. Additional learning supports are available from the Math's Help Room and the Programming Centre ([www.scss.tcd.ie/psc](http://www.scss.tcd.ie/psc)). Find out more at: [https://www.tcd.ie/Student\\_Counselling/](https://www.tcd.ie/Student_Counselling/)



## 1.5 Key dates

Key dates relating to the 2<sup>nd</sup> year of your TJH programme can be found at <https://www.tcd.ie/tjh/currentstudents/year2/events/>. Please ensure you also check key dates for each of your Joint Honours subjects and keep an eye on your email and Blackboard updates for information throughout the year about important dates.

## 1.6 Timetable

Lecture timetables for the 2022/23 academic year are currently being prepared by School and Course Offices and will be made available through MyTCD as soon as they are completed.

Please note that clashes may occur on some Open Modules, despite the best effort from College. If you find you have any clashes on your timetable, please contact [joint.honours@tcd.ie](mailto:joint.honours@tcd.ie)

Academic Year Calendar

<https://www.tcd.ie/calendar/>

## 1.7 Health and Safety

Trinity College is committed to providing a safe and healthy educational, recreational and residential environment for all its student. Please familiarise yourself with the general codes of practice: <https://www.tcd.ie/students/orientation/shw/> in relation to Health and Safety as students return to campus in the 22-23 academic year.

## 1.8 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, Garda and Ambulance services and all staff and students are advised to always dial 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).

## 1.9 Data protection

Please refer to the [https://www.tcd.ie/info\\_compliance/data-protection/student-data/](https://www.tcd.ie/info_compliance/data-protection/student-data/) for guidance and information on data protection.

## 1.10 University Regulations, Policies and Procedures

Students must ensure that they are familiar with both the general regulations and the more detailed School or Department regulations, as well as the policies, legislation and procedures for all connected with Trinity College Dublin.

[https://www.tcd.ie/assets/documents/calendar/part1\\_general\\_regulations\\_and\\_information.pdf](https://www.tcd.ie/assets/documents/calendar/part1_general_regulations_and_information.pdf)

<https://www.tcd.ie/about/policies/>

<https://www.tcd.ie/about/legislation/>

<https://www.tcd.ie/teaching-learning/academic-policies/>

## 1.11 Study Abroad/Erasmus



Trinity is committed to educating globally aware and engaged citizens and as such, Trinity students are strongly encouraged to explore opportunities to study, work, or volunteer abroad. Gaining international experience gives our students the opportunity to experience new ways of learning, to learn about different cultures, and demonstrate your ability to work internationally after graduation.

Early in the Senior Freshman year students also begin to consider whether they might like to spend 3rd year or part thereof on a Study Abroad Exchange. In particular, students on TJH programmes that include the study of a Modern Language may be required to participate in an exchange as part of their programme. We will hold an information session early in the

second Semester to advise students on Erasmus/Study Abroad Exchanges and the requirements of the Trinity Joint Honours programme.

Interested in Travelling in 2022-23?

To find out further information also see:

<https://www.tcd.ie/tjh/currentstudents/year2/erasmus/>

## 2. SCHOLARSHIPS AND PRIZES

### 2.1 Foundation Scholarships

Foundation Scholarship is a Trinity institution with a long history and high prestige. Some of our greatest alumni – such as Edmund Burke, Samuel Beckett, and Mary Robinson – were Scholars.

Early in your Senior Freshman Year we will hold an information session to advise on Foundation Scholarship within Trinity Joint Honours programmes.

Foundation Scholarship or ‘Schol’ exams, are usually held in January. These searching examinations are the basis for the election to Scholarship of the University. Students who achieve an overall first-class Honours result in these examinations and meet other specific examination requirements are elected as Scholars on Trinity Monday. A scholarship is tenured for five years, during which time the Scholar is entitled to free Trinity accommodation, their evening meal free of charge at Commons, a waiver of their tuition fees or student contribution (non-EU students’ fees are reduced by the value of EU fees) and a small annual stipend. Scholars are also entitled to use the post-nominal letters “sch.” after their name. Scholarship is a very prestigious award given to approximately 60 students each year. See: [Foundation Scholarship - Trinity Joint Honours - Trinity College Dublin \(tcd.ie\)](#) for more information.

### 2.2 Prizes

Many of our schools and departments offer prizes to high performing students in various subjects. Please see the Trinity Calendar for details of the wide range of prizes and awards available in different departments:

<https://www.tcd.ie/calendar/undergraduatestudies/prizes-and-other-awards.pdf>.

### 3. ACADEMIC WRITING

#### 3.1 Plagiarism and Referencing Guide

Throughout your studies in Trinity College Dublin, you will develop and write assignments that require research. Your ideas will be expressed through words, images, diagrams and other multi-media forms. As you research you will be expected to understand and build upon the work of others. This requires acknowledging correctly and fully the contributions of others to your own scholarship. Regardless of what discipline you enter in Trinity, the cornerstone of its scholarship is academic honesty. So, no matter what form your scholarly writing takes, you are expected at all times to take responsibility for the integrity of your work as you advance knowledge in your field of study.

Students in Trinity Joint Honours programmes should be mindful that each of your subjects may have different referencing requirements and that these requirements are met as appropriate.

The word plagiarism is derived from the Latin words meaning 'kidnapper'. In its simplest sense, plagiarism can be seen as stealing someone else's words or ideas and passing them off as your own, although plagiarism comes in many forms. Whether unintentional or intentional, plagiarism is your responsibility, and you need to know exactly what it is in order to avoid it.

#### Ready Steady Write

All students need to complete the Ready Steady Write plagiarism tutorial, a resource developed by the Centre for Academic Practice and eLearning (CAPSL), to help you understand and avoid plagiarism and develop your academic writing skills and academic integrity. It is designed so that you can view it from beginning to end or in sections and topics.

#### Coversheet

Every coversheet that is attached to submitted work has a [declaration](#) that must be completed, confirming that you have completed this tutorial. Each coversheet that is attached to submitted work should contain the following completed declaration:

"I have read and I understand 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 completed the Online Tutorial on avoiding plagiarism 'Ready Steady Write', located at <http://tcd-ie.libguides.com/plagiarism/ready-steady-write>."

#### 3.2 College Policies

Students are expected to familiarise themselves with, and adhere to, the College's policies. Details available at [Policies - About Trinity - Trinity College Dublin \(tcd.ie\)](#)

## 4. TEACHING AND LEARNING

### 4.1 Programme Architecture

For the Senior Freshman year of your programme you have selected one of the three available pathways:

- To continue studying both subjects at 20 credits (ECTS) each and to take up to 20 credits (ECTS) of Trinity Electives and Open Modules. This is usually referred to as the Senior Freshman Joint Honours Pathway;
- To continue studying both subjects, studying 40 credits (ECTS) in one of the subjects and 20 credits (ECTS) in the second subject. This is usually referred to as the Senior Freshman Major with Minor Pathway; **OR**
- To only continue studying one of the subjects undertaken in your Junior Freshman year and to take up 20 credits (ECTS) of Trinity Electives and Open Modules. This is usually referred to as the SF Single Honours Pathway.

It is important to note that the pathway you choose can impact the award you will be able to graduate with and you will need to take your programme Architecture into account when making plans for and Erasmus/Study Abroad Exchanges. During the second semester we will hold an information session on finalising your degree pathway ahead of your Junior Sophister year. The Joint Honours Pathways Tool can also be helpful in exploring your options and seeing what impact they will have on your degree. For more information please see: [www.tcd.ie/tjh/currentstudents/year2/pathways/](http://www.tcd.ie/tjh/currentstudents/year2/pathways/)

### 4.2 Registration

Senior Freshman Students be invited to complete online module enrolment and registration from August, unless there are some assessments to be completed at Re-assessment period. . Our office and the departmental offices that support your subjects will engage in a process of checking your registration and may be in contact with you if any issues arise: please ensure you engage with these communications as these issues will need to be urgently resolved.

Towards the end of your Senior Freshman year our office will host information sessions on what to expect in making decisions for degree pathway which will determine the structures of both your Sophister years of study. [www.tcd.ie/tjh/currentstudents/year2/pathways/](http://www.tcd.ie/tjh/currentstudents/year2/pathways/)

### 4.3 Academic Credit 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 and learning outcomes of a module or programme of study.

The norm for full-time study over one academic year is 60 credits (30 credits in each of Michaelmas and Hilary Terms)

#### 4.4 Marking Scale

Most modules will have a pass mark of 40. Below is the key to grades and results:

- I = first class, 70% and above
- II.1 = second class first division, 60-69%
- II.2 = second class second division, 50-59%
- III = third class, 40-49%
- F1 = fail, 30-39%
- F2 = fail, 0-29%

Find out more at [Assessment and Progression - Trinity Joint Honours - Trinity College Dublin \(tcd.ie\)](http://www.tcd.ie/assessment-and-progression)

#### 4.5 Attendance Requirements

All students must fulfil the requirements of modules taken in different Schools and departments, as appropriate, with regard to attendance.

On attendance requirements please see: [Calendar, Part II, General Regulations and Information, Section II, 'Attendance'](#)

#### 4.6 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.

#### 4.7 Progression

A student will have passed the year provided they meet all assessment requirements for their modules AND either Pass the Year Outright or Pass the Year by Compensation.

In order to pass the year outright a student will need to achieve an overall credit-weighted pass mark of 40% or higher for the year, based on the full 60 credits (ECTS) undertaken AND they will also need to achieve a pass mark of 40% or higher in each of your modules.

In order to pass the year by compensation a student will need to achieve an overall credit weighted pass mark of 40% or higher for the year; they will also need to pass a minimum of 50 credits (ECTS) with a minimum module mark of 40% in each module; AND they will need to achieve a fail mark between 35% and 39% in modules not exceeding 10 credits (ECTS) in total.

Please see <https://www.tcd.ie/tjh/assessment/> for general information and FAQs on Assessment and Progression in TJH

#### 4.8 Awards

Depending on student choices made within their programme of study and available pathways, it may be possible to be conferred with a Bachelor in Arts (Moderatorship) award<sup>1</sup> in one of the following categories:

Joint Honors

Single Honors<sup>2</sup>

Major with minor

The calculation of the Trinity Joint Honours Degree award is based on the combined Junior and Senior Sophister years' results, weighted at 30 per cent (Junior Sophister) and 70 per cent (Senior Sophister).

#### 4.9 Graduate Attributes



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<sup>1</sup> Students on TJH programmes in Law may be eligible to obtain a Bachelor in Laws (LL.B.) depending on following a prescribed pathway and selecting specified modules.

<sup>2</sup> This award is not available in the following subjects: Computer Science, Classical Languages, Linguistics and Social Policy. It is important to note that students on the Business and Computer Science combination cannot obtain a Single Honours award in Business or Computer Science.

Students come to Trinity not only to acquire a certain set of facts or competencies but because they have an understanding of the sort of person they want to become. Building on the strong value placed on a solid disciplinary formation, we wanted to answer the question ‘what kind of person can I be?’ We distilled this sense of transformation into four Trinity graduate attributes: To think independently, to communicate effectively, to develop continuously and to act responsibly.

Defining the Trinity Education, these attributes encompass the qualities, skills and abilities that our students have the opportunity to develop throughout their entire university experience, both in and outside the classroom in activities such as internships or volunteering. They will benefit our students not just in their careers, but in their future lives as individuals and members of society.

#### 4.10 Evaluation

Students at Trinity will be asked to evaluate their experiences of their teaching and learning in each module they complete. It is also likely that various offices, including the Undergraduate Common Architecture Office, will send surveys or invite you to focus groups to provide feedback on your experiences in College. We encourage students to participate in feedback and evaluation wherever possible.