



**Trinity College Dublin**

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

# Trinity Joint Honours Junior Sophister Year

## 2021-2022



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## 1. GENERAL COURSE INFORMATION

### 1.1 Introduction

Welcome to the Junior Sophister year of your Trinity Joint Honours programme! You are the first cohort of students moving into your Junior Sophister year of the Trinity Joint Honours programmes in 2021/2022. Ahead of your Junior Sophister year, you have finalised your degree pathway and the structure of your studies for the final two years of your programme. A number of you will also spend your Junior Sophister Year, or part thereof, on a Study Abroad Exchange outside of Ireland.

This handbook aims to provide you with an overview of information that will be useful to you throughout the 2021/22 academic year. It is important to note that this handbook provides information that applies to most students in Junior Sophister 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
<b>Graeme Murdock</b>	Associate Dean of Undergraduate Common Architecture (ADUCA)	<a href="mailto:ADUCA@tcd.ie">ADUCA@tcd.ie</a>
<b>Marie McPeak</b>	Undergraduate Common Architecture Office (UCAO) Manager	<a href="mailto:Joint.Honours@tcd.ie">Joint.Honours@tcd.ie</a>
<b>Elaine Denehan</b>	Undergraduate Common Architecture Sophister Co-ordinator	<a href="mailto:denehane@tcd.ie">denehane@tcd.ie</a>

<b>Lorraine Ivers</b>	Undergraduate Common Architecture Executive Officer	<a href="mailto:Joint.honours@tcd.ie">Joint.honours@tcd.ie</a>
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### 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)

#### The Library

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

### 1.4 Your Support Network

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 College tutor (a member of our academic staff). Your 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: [www.tcd.ie/senior\\_tutor](http://www.tcd.ie/senior_tutor).

#### Student Mentors

You'll meet your Student 2 Student (S2S) mentors during Freshers' Week and they will make sure that you know other people in your course before your classes even start. They will also show you around the campus and will keep in regular touch, inviting you to events on and off campus. S2S also offers Peer Supporters, students available for one-to-one conversations on request. They're highly trained, confidential and very approachable. All S2S volunteers are students, just like you, so you never have to worry about asking them a question or talking to them about anything that's worrying you. Find out more at: [student2student.tcd.ie](http://student2student.tcd.ie).

## 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: [academic.registry@tcd.ie](mailto:academic.registry@tcd.ie).

## 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 24-hour access using your Student ID card. Printing services, including photocopying and scanning, are available in computer rooms and in libraries. Find out more at: [www.tcd.ie/itservices](http://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: [www.tcd.ie/maturestudents/](http://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: [www.tcd.ie/disability](http://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: [www.tcdsu.org](http://www.tcdsu.org).

### 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: [Health Service - Trinity College Dublin \(tcd.ie\)](http://www.tcd.ie/health-service) for further information.

### 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: [www.tcd.ie/student\\_counselling](http://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: [www.tcd.ie/about/services/daynursery](http://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: [www.tcd.ie/Student\\_Counselling/student-learning/](http://www.tcd.ie/Student_Counselling/student-learning/)

### 1.5 Key dates

Key dates relating to the Junior Sophister year of your TJH programme can be found at <https://www.tcd.ie/tjh/currentstudents/year3/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 2021/22 academic year are currently being prepared by School and Course Offices and will be made available through MyTCD as soon as they are completed.

### 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: [www.tcd.ie/students/orientation/shw/](http://www.tcd.ie/students/orientation/shw/) in relation to Health and Safety as students return to campus in the 21-22 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 Covid-19

Information and links relating to COVID-19 updates are available here <https://www.tcd.ie/about/coronavirus/>

### 1.10 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.



### 1.11 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.

A number of you will spend your Junior Sophister Year or part thereof, on a Study Abroad Exchange outside of Ireland. If you have any queries or concerns throughout your year abroad, please get in touch with the Undergraduate Common Architecture Sophister Co-ordinator, theUCAO office via [joint.honours@tcd.ie](mailto:joint.honours@tcd.ie) and/or [erasmus@tcd.ie](mailto:erasmus@tcd.ie)

## 2. ACADEMIC WRITING

### 2.1 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>."

## 2.2 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 \(tcd.ie\)](#)

## 3. TEACHING AND LEARNING

### 3.1 Programme Architecture

The available degree pathways for students on Trinity Joint Honours programme combinations rising to their Junior Sophister year are:

#### Joint Honours

- This pathway is available to students on the [Joint Honours Pathway](#) or the [Major with Minor Pathway](#) in their Senior Freshman Year.
- There is only one pathway in the Sophister years to a [Joint Honours degree](#).
- In this pathway you will take 30 ECTS in each of your Joint Honours subjects in Junior Sophister year.
- Then in Senior Sophister you will take 20 ECTS in each of your Joint Honours subjects and a 20 ECTS capstone project in one of your subjects.
- You should be aware that some subjects have module pre-requisites that you will be required to fulfil in order to complete a Capstone project in that subject
- Sometime during your Junior Sophister year you will be asked to confirm which of your 2 subjects you would like to complete your Capstone project in – please keep an eye on your email for further information on this throughout the academic year.

## Single Honours<sup>1</sup>

- This pathway is available to students that took the Single Honours Pathway or the Major with Minor Pathway in SF Year.
- You may only follow this pathway in the subject you completed 40 ECTS in Year 2.
- You should be aware that some subjects have module pre-requisites that you will be required to fulfil in order to complete a Capstone project in that subject.
- If you wish to proceed to a Single Honours award in any of the Languages, you may be required to spend the JS year abroad. Please contact your department for further information.
- There is only one pathway in the Sophister years to a Single Honours degree.
- In this pathway in Year 3 you will take 50 ECTS in your Single Honours subject and a further 10 ECTS in Open Modules and Trinity Electives.
- Then in Year 4 you will take 40 ECTS in modules in your Single Honours subject and complete the 20 ECTS capstone in your Single Honours subject.

## Major with minor

- These pathways are available to students that took the Joint Honours Pathway or the Major with Minor Pathway in SF Year.
- There are two pathways in the Sophister years to a Major with Minor degree.
- If you choose this pathway, you will need to indicate which subject is your Major subject and which subject is your Minor subject.
- You should be aware that some subjects have module pre-requisites that you will be required to fulfil in order to complete a Capstone project in that subject.
- Major with Minor Pathway – Continue studying your minor in Year 4 (Option A)
  - On this pathway in Year 3 you will undertake 40 ECTS in your Major Subject and 20 ECTS in your Minor subject
  - Then in Year 4 you will undertake 20 ECTS in each of your Major and Minor subject and complete your 20 ECTS Capstone in your Major subject.
- Major with Minor Pathway – Finish studying the Minor in Year 3 (Option B)
  - On this pathway in Year 3 you will study 30 ECTS in both your Major and Minor subject in Year 3.
  - Then in Year 4 you will undertake 40 ECTS in your Major subject and complete your 20 ECTS Capstone in your Major subject.

On your final degree award pathway you will follow this pathway for the third and fourth years of your study, it will not be possible to change your pathway between third and fourth year.

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<sup>1</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.

### 3.2 Registration

Information on how you will complete registration for the modules in your Senior Freshman year of study will be provided towards the end of your Junior Sophister year.

### 3.3 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)

### 3.4 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'](#)

### 3.5 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 College 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 College 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 College tutor to the relevant school/departmental/course office. If non-medical grounds are stated, such deferral requests should be made to the Senior Lecturer.

### 3.6 Progression

To pass the year, students will need to 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 their 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.

### 3.7 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>2</sup> in one of the following categories:

Joint Honours

Single Honours<sup>3</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).

### 3.8 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

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<sup>2</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>3</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.

available in different departments: <https://www.tcd.ie/calendar/undergraduate-studies/prizes-and-other-awards.pdf>.

### 3.9 Graduate Attributes

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, College 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.

### 3.10 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.