



Memo

Topic	Credit requirements for students taking study abroad.
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Status	For implementation.
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Some Maynooth University programmes include the option of a period of study in another university. This may be as part of the EU Erasmus exchange programme, or as a separate study abroad programme. This memo describes the Maynooth University approach to the accumulation of credits while abroad.

Calculation of marks. In general, unless specifically agreed, credits earned abroad are treated as ungraded for the purposes of calculating annual and award marks. This means that the credits earned contribute to the credit total, but the marks are not included in the annual and overall marks. For example, when students take a four-year degree with the third year abroad, the final award mark is based on the second and final year annual marks. This is done because other institutions may use different marking norms, and the inclusion of marks earned in other institutions might artificially inflate or depress a student's average.

Options for study abroad. A student may take a period of study abroad as either:

- a) **Additional to the normal degree.** In this case, the duration of the degree is extended, and the degree title is normally changed. For example, the B.A. is changed to the B.A. International, and the duration is extended by one year.
- b) **Integrated into the degree.** In this case, the period of study is not extended, and the credits earned abroad contribute to the credit requirement for the degree.

Rules where the study abroad is additional, i.e. adds to the duration of the degree (e.g. B.A. International).

What should a student take?	<p>A student should register for and attempt the normal credit load, i.e. 60 credits for one academic year, or 30 credits for one semester.</p> <p>A student abroad for a full year can take an uneven workload across the two semesters, but this should be avoided where possible.</p> <p>A Department may also require that a student take a certain number of credits in that discipline while abroad. In a two subject degree where the student does a full academic year abroad, the maximum any individual Department may require is 30 credits. However it is recommended that Departments require no more than 20 credits in the subject, to allow students some flexibility.</p>
What must a student pass?	<p>In order to progress with the International degree, a student must pass at least 45 credits in the year abroad.</p> <p>If the student passes 40 or more credits in the host university, the MU Departments may set additional assignments to the value of 5 credits to address the shortfall. Any additional credits should be completed and assessed by 31 October, for consideration at the November examination board.</p>
If the student does not pass?	<p>If the student does not meet this standard, the student does not pass the international component of the degree, and the degree registration is changed accordingly. For example, the B.A. International reverts to a B.A.</p> <p>Note that this decision is made in November each year, and may have implications for student fees and grants.</p>

Rules for study abroad integrated into the degree.

What should a student take?	<p>The student is expected to attempt 60 credits of material in a full academic year abroad. The Department involved may specify specific subjects or modules that must be taken, and must agree a viable curriculum in advance of the period abroad.</p>
What must a student pass?	<p>In order to progress the normal progression rules apply. That is, the student must earn 60 credits in a full academic year, or 30 in one semester.</p> <p>If a student earns 50 credits or more, the Department(s) involved may allow the student to progress with a deficit into the following year. In such cases, the student must make up the deficit before completion of the qualification.</p>
If the student does not pass?	<p>If the student cannot progress with a deficit, the student must repeat the year in order to proceed in the programme.</p>