

Procedure Title: APPLICATION FOR QUALIFIER EXAMINATIONS.

Written By: Approved By:

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Exam Secretary

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Registrar

SCHOOL OF BUSINESS & HUMANITIES

1. Purpose

To set out the system governing qualifier examinations.

2. Scope

- 2.1 This procedure applies to School of Business and Humanities students in the Institute of Technology Sligo, who did not achieve the qualifying standard of 50% in their Level 7 Award Examinations and who subsequently apply to take qualifier examinations.
- 2.2 Qualifier examinations are **only** available to students who have received a Pass at an Award Stage examination. **The student's overall award classification of Pass remains unchanged.**
- 2.3 The student(s) must achieve an overall average of 50% in the subjects taken as qualifiers **at the one sitting**. Qualifying examinations should be available in all appropriate subjects.
Candidates required to take a qualifying exam in Project Work should demonstrate their ability to improve on the project previously submitted.
- 2.4 Appendix 1 sets out the system governing qualifier for BA in Fine Art for applicants who hold a Pass Award in the Diploma in Fine Art.

3. Procedure Description

- 3.1 Candidates must make a written application to the Examination Secretary to take qualifier exams by the normal closing dates, i.e. **8th December** for Full/Year courses sitting at summer of each Academic Year and **19th July** for Full/Year courses sitting at autumn of each Academic Year. The same closing dates apply for Semesterised Courses.

- 3.2 Applicants on full year courses whose award is based on a Summer Exam Board judgement may apply for a qualifier for the examination immediately following the summer sitting. An average of 50% over all of the subjects taken will determine eligibility.
- 3.3 Under this procedure candidates must take qualifier examinations in all subjects at one sitting where they scored less than 50%.
- 3.4 Non Immediate Applicants (full-time courses) Applicants whose award is based on a summer or Autumn Exam Board judgement may apply for a qualifier exam in the immediately following summer. Non-Immediate Applicants (Semesterised Courses) whose award is based on a summer or Autumn Exam Board judgement may apply for a qualifier examination in Semester 1 subjects at the termination of Semester 1 and Semester 2 subjects at the termination of Semester 2 of the following academic year.
- 3.5 Qualifier Examinations must be held on the same day and at the same time as the cognate subject on the pre-requisite course.
- 3.6 Following termination of a course, applicants may take qualifying exams at the discretion of the Institute in subjects on a new version of the course or on a different course considered by the Institute as analogous to the original subjects and considered as appropriate to establish that the applicant is qualified to enter the desired course
- 3.7 Upon receipt of their application, the Examination Secretary examines the candidate's results to ensure validity of the application.
- 3.8 Candidates taking qualifier examinations are charged a total of **€100** regardless of the number of subjects to be taken.
- 3.9 Candidates taking qualifier examinations are considered separately at Examination Board Meetings. No entry is made in Banner for these candidates.

Appendix 1

Procedure for qualifying for Bachelor of Arts (Honours) in Fine Art for applicants who hold a pass Bachelor of Arts in Art (pass Diploma).

Application can be made 1 year post qualification.

Stage 1 Completion of application form: **Qualifier Examination in Fine Art**

Submission of 8 slides of applicant's recent work
Slides should be 35 x 35mm, numbered and in order 1-8 and clearly documented with name, number and oriented with dot on lower left hand corner.

Name	2
viewing order number	

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An accompanying slide list should contain number, title of work, medium, dimensions and date.

Stage 2 Interview and Submission of Portfolio
Candidate will be called for interview in May/June. Interview panel will comprise 2 lecturers from studio and 1 lecturer from History/Theory. Portfolio should include a sustained body of research and finished work with emphasis on recent work.

On successful completion of Stage 2, candidates will proceed to Stage 3

Stage 3 2,500 word extended essay. Details included on Appendix 2 with the application form Submission date 1 September.

Appendix 2

IT Sligo Fine Art BA Qualifier

History / Theory

Catalogue Essay 2,500 words

Submission Date: Interview Day

(Submit to IT Sligo Examination Office for the attention of Louis Mc Manus or Angela Mehegan, History / Theory Dept in Art & Design, St Columba's, IT Sligo.)

Write a critical evaluation of the work of an individual visual artist or group of artists that is currently on exhibition in a gallery / museum in Ireland.

This essay is an analysis of a body of work that relates both to the context of the artist's own work and theoretical concerns / contemporary art trends in general.

You may consider the following in your essay:

Description and Analysis of Imagery

Evaluation and Interpretation in the context of Art Historical Discourse.

Relevant printed documents such as previous catalogue essays, press releases artist statements or interviews.

This essay must be typed, illustrated and a complete bibliography and content/reference notes must also be included.

SCHOOL OF ENGINEERING

2 Scope

- 2.1 This procedure applies to School of Engineering students who did not achieve the qualifying standard of 50% or C+ Grade in their Ordinary Degree – Level 7 Award and who subsequently apply to take qualifier examinations.
- 2.2 Qualifier examinations are **only** available to students who have received a Pass at an Award Stage examination. **The student's overall award classification of Pass remains unchanged.**
- 2.3 The student(s) must achieve an overall average of 50% (C+) in the subjects taken as qualifiers **at the one sitting**. Qualifying examinations should be available in all appropriate subjects.
Candidates required to take a qualifying exam in Project Work should demonstrate their ability to improve on the project previously submitted.

3 Procedure Description

- 3.1 Candidates must make a written application to the Examination Secretary to take qualifier exams by the normal closing dates, i.e. **8th December** for Full/Year courses sitting at summer of each Academic Year and **19th July** for Full/Year courses sitting at autumn of each Academic Year. The same closing dates apply for Semesterised Courses.
- 3.2 Applicants on full year courses whose award is based on a Summer Exam Board judgement may apply for a qualifier for the examination immediately following the summer sitting. An average of 50% (C+) over all of the subjects taken will determine eligibility.
- 3.3 Under this procedure candidates must take qualifier examinations in all subjects at one sitting where they scored less than 50% or C+
- 3.4 Non Immediate Applicants (full-time courses) Applicants whose award is based on a summer or Autumn Exam Board judgement may apply for a qualifier exam in the immediately following summer. Non-Immediate Applicants (Semesterised Courses) whose award is based on a summer or Autumn Exam Board judgement may apply for a qualifier examination in Semester 1 subjects at the termination of Semester 1 and Semester 2 subjects at the termination of Semester 2 of the following academic year.
- 3.5 Qualifier Examinations must be held on the same day and at the same time as the cognate subject on the pre-requisite course.
- 3.6 Following termination of a course, applicants may take qualifying exams at the discretion of the Institute in subjects on a new version of the course or on

a different course considered by the Institute as analogous to the original subjects and considered as appropriate to establish that the applicant is qualified to enter the desired course

- 3.7 Upon receipt of their application, the Examination Secretary examines the candidate's results to ensure validity of the application.
- 3.8 Candidates taking qualifier examinations are charged a total of **€100** regardless of the number of subjects to be taken.
- 3.9 Candidates taking qualifier examinations are considered separately at Examination Board Meetings. No entry is made in Banner for these candidates.

SCHOOL OF SCIENCE

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2 Scope

- 2.1 This procedure applies to School of Science students who did not achieve the qualifying standard of 50% or C+ Grade in their Level 7 Award Examinations and who subsequently apply to take qualifier examinations.
- 2.2 Qualifier examinations are **only** available to students who have received a Pass at an Award Stage examination. **The student's overall award classification of Pass remains unchanged.**
- 2.3 The student(s) must achieve an overall average of 50% (C+) in the subjects taken as qualifiers **at the one sitting**. (see 3.4) Qualifying examinations should be available in all appropriate subjects. Candidates required to take a qualifying exam in Project Work should demonstrate their ability to improve on the project previously submitted.

3 Procedure Description

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- 3.5 Qualifier Examinations must be held on the same day and at the same time as the cognate subject on the pre-requisite course.

- 3.6 Following termination of a course, applicants may take qualifying exams at the discretion of the Institute in subjects on a new version of the course or on a different course considered by the Institute as analogous to the original subjects and considered as appropriate to establish that the applicant is qualified to enter the desired course
- 3.7 Upon receipt of their application, the Examination Secretary examines the candidate's results to ensure validity of the application.
- 3.8 Candidates taking qualifier examinations are charged a total of €100 regardless of the number of subjects to be taken.
- 3.9 Candidates taking qualifier examinations are considered separately at Examination Board Meetings. No entry is made in Banner for these candidates.

4 Reference Documents

NCEA Policy documents ACA.M57 8A - Qualifying Examinations for progression from National Certificate to National Diploma and from National Diploma to Bachelor Degree – April 1998.
Academic Council, Standards & Examinations sub-committee minutes, 29 Oct 99.
Council of Registrars Draft Document, September 2000
Academic Council, Minutes 19th June 2002
Academic Council, Minutes 26th May 2003
Application Form for Qualifier Examinations
Academic Council Minutes 17th June 2005

5. Records Generated by this Procedure and their location

Procedure & Application Form sent to students regarding Qualifier Examinations with the transcript of their examination results – original kept in Exams Office.
Written application from student – kept on file in Exams Office.
Bank giro – kept on file in Exams Office.

6 Revision History

Revision No:	Description of Change	Issue Date
001	50% rule re number of subjects Taken	19 /6/2002
002	55% average of subjects taken Art Qualifier included	25/10/02
003	Qualifier from Diploma to Degree	26/05/03
004	Various	21 01 05
005	Progression change AC	17/06/05
006	Progression change for all Schools Standards & Exams	09/12 08