

# Three Steps to Select Classes at Dublin City University

## 1. Look at DCU's list of classes at:

**Fall:** <http://www.dcu.ie/sites/default/files/international/SHSAO%201%20AND%20Year%20Long.pdf>

Kansas students who need to be back on the Lawrence campus by the first day of KU's spring semester will only be able to take classes that are graded 100% on "Continuous Assessment" in the fall. This is indicated in the "CA%" column. If an exam makes up any percentage of the grade, students will not be able to return to KU in time to begin the KU spring semester. **In most subjects it is extremely difficult to find a full semester schedule of classes at DCU that all use 100% continuous assessment.**

**Spring:** <http://www.dcu.ie/sites/default/files/international/SHSAO%202.pdf>

There are no scheduling issues in the spring, so Kansas students are free to choose classes from this list, regardless of the assessment method.

DCU has their own guide to their catalog at:

<https://www4.dcu.ie/sites/default/files/international/pdfs/Module%20Selection%20Guidelinespdf.pdf>

Kansas students are only allowed to choose classes from the SHSAO lists above. Other courses at DCU that are not on the SHSAO lists are not available to KU exchange students.

Irish universities use the term "Module" to describe an individual class. Each module course number will consist of two letters ("CS" for Chemistry, or "MS" for Mathematics, for example), which indicate the subject, followed by a number (1, 2, 3 or 4, plus 5 and higher for graduate-level modules) that indicates whether the module is a first-, second-, third- or fourth-year module. The remaining two numbers will be the module's specific identifying code. In the "Semester" column, "1" is a fall semester class and "2" is a spring semester class.

It is the opinion of the KU Office of Study Abroad that first- and second-year DCU modules are the equivalent of 100- and 200-level KU credit; third-year DCU modules are the equivalent of 300-level KU credit; fourth-year DCU modules are the equivalent of 500-level KU credit. ***EACH KU ACADEMIC DEPARTMENT*** makes its own determination of appropriate KU credit, and is within its rights to approve credit differently than per these suggestions.

Here is how DCU credits convert to Kansas credits:

DCU	Kansas
30	15
10	5
7.5	4
5	~2.5-3

## **2. Learn how DCU classes have transferred in the past at:**

**“DCU Course Equivalencies” link on our DCU page at [studyabroad.ku.edu/dublin-city-university](https://studyabroad.ku.edu/dublin-city-university)**

Bear in mind that this list does not grant automatic approval for you. You will need to get all of your proposed DCU classes approved for yourself except for classes with a “‡” preceding the class number. Classes are generally only offered once each academic year, so be sure to check the DCU module catalog to make sure a class you like on the list is available during the semester you are studying abroad. The equivalency list is NOT A COMPLETE LIST of what you could take at DCU. It is only a list of what KU students have gotten approved in the past.

If a class you found on the equivalency list is not on DCU’s SHSAO module list, that class is either not being offered or is unavailable to Kansas students.

## **3. Bring course descriptions and/or syllabi for the DCU modules you are interested in taking to the relevant KU faculty study abroad advisor. A list of these advisors can be found at:**

**<https://ku.studioabroad.com/?go=FacultyDeptAdvisorList>**

Some advisors may require that you schedule an appointment. Some may need a few days to review your materials. Please start making arrangements to get modules approved as soon as you can, as the process can take some time. Be sure to bring along a copy of your graduation checklist to assist the advisor. Be familiar with your degree’s requirements. The more prepared you are for meeting with an advisor, the easier it will be for the advisor to assist you.

The form that needs to be completed by the advisor is part of the KU on-line study abroad application. Copies can also be obtained from the OSA front desk. Ask for the Academic Plan and Approval Form.

It is always a good idea to get two or three alternate classes approved. DCU’s semester timetables are not released until just before the start of a semester, so you may encounter timetable clashes upon your arrival in Dublin. Having some alternate classes already approved will make your DCU module registration process much less stressful for you.