Introduction

This quick reference guide contains step by step instructions on how to:
1. Register for repeat examinations online.
2. Pay for repeat examinations online.

This guide is a tool to be used by students who are required to re-sit an examination and would like to register and make payment for the examination online. For further information, please contact your student administration office.

Step by Step Instructions – How to Confirm your Attendance

1. Open Online Services (for Students): A link to the online services site for students is provided by your Institute. If you do not have the address, please refer to your Institutes website or contact your student administration office for further details.

2. Log into ‘Secure Area’ with your User ID and Pin

Enter Secure Area — Click here
Login here to access Web For Faculty/Student.

Apply for Admission
Enter a new application or return to complete an application
Programme Catalogue
Open Public General Surveys
Please check if you have any pending Public General Surveys

RELEASE: 8.1

3. Select Student Services

Personal Information

Search

Student and Financial Aid

Click here

Welcome, Resit Test, to the IADT Student Inform
Student Services

Personal Information

Multi Registration: View your academic records and Financial Aid

View or update your address(es), phone number(s), e-mail addresses
Return to Homepage

4. Select Final Grades page

Personal Information

Search

Student and Financial Aid

Admissions
File an application for admissions; Review existing applications
Registration
Student Records
View your holds; Display your grades and transcripts; Review
Graduation Ceremony
Final Grades page
Student Account

Click here

5. Select Term

Final Grades

Select a Term: Academic Year 2010-2011 — Click here

Submit — Click Submit
7. Review Final Grades Page

Student Information
Current Program
Honours Bachelor Degree
Level: NFQ Level 8
Program: HB Computer Games Development
Admit Term: Academic Year 2010-2011
Admit Type: CAO Applicant
Catalog Term: Academic Year 2010-2011
College: Science
Campus: Main Campus
Major and Department: Computer Games Development, Computing and Networking
Academic Standing:
Student Class: Y1
Award Title: Bachelor of Science (Honours) in Computer Games Development
Award Classification: No Classification

NFQ Level 8 Course work

<table>
<thead>
<tr>
<th>CRN</th>
<th>Subject Course Section</th>
<th>PoT Sitting</th>
<th>Course Title</th>
<th>Campus</th>
<th>Final Grade</th>
<th>Attempted Credits</th>
<th>Earned Credits</th>
<th>Status</th>
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Click on the Following link to register for repeat Exams
Select Another Term

Re-apply

If you have failed an exam, it will appear under the courses 'Status' heading

The 'Re-apply' link will be present at the bottom of the page if you have failed any examinations. Click to continue with registration.

7. Register for Repeat Course

Resit course registration

Recent Resit Registration Messages
Date CRN Message
Select All | De-select All

Resits available

Term Part of Term CRN Course Code Course Title Section Type Start Date End Date Select
Academic Year 2010-2011 Autumn Repeats 32583 COMPH1209 Computer Games X02 Exam Only 24-AUG-11 06-SEP-1
Academic Year 2010-2011 Autumn Repeats 32592 COMPH1210 Computer Architecture X02 Exam Only 24-AUG-11 06-SEP-1

Courses currently assigned
Term Part of Term CRN Course Code Section Course Title Type Start Date End Date Status

Register

Click Register

Register for re-sit examinations by selecting the checkboxes for the examination you want to register for and then click the Register button.

Select the checkboxes

Register for re-sit examinations by selecting the checkboxes for the examination you want to register for and then click the Register button.

Select the checkboxes
12. Add in any Special Arrangements

Resit course registration

Once the payment is processed, the following confirmation page will appear.

13. View Registration Fees Page

Registration Fees

Once exams are registered for, they appear under the ‘Courses currently assigned’ section.

Click here to pay for the registered exams

You can chose to pay your re-sit fee now or later. If you select the ‘Pay Later’ option, you will exit the process and can re-enter at a later time and complete the payment.

If you select the ‘Pay Now’ option, you must first select the terms and Conditions checkbox before the ‘Pay Now’ button can be selected.

13. Enter Payment Details

Card Type: MasterCard
Card Number:  
Security Code:  (About security code)
Expiration Date:  
Cardholder’s Name:  

Enter the card details and click ‘Pay Now’

13. Payment Confirmation

Payment Status

Your request has been approved and a payment credited to your account. Press Credit Card Payment to enter another payment or menu to return to the menu.

Please do not use the browser’s Back button. If you do, unpredictable results may occur.

Once the payment is processed, the following confirmation page will appear.