

How to Register and Pay for Repeat Examinations Online

This quick reference guide contains step by step instructions on how to:

1. Register and pay for repeat courses online.

If you need assistance or further information, please contact the Examinations Office - exams@dkit.ie.

1. Open Online Services (for Students): A link to the online services site for students is provided on www.dkit.ie/results or log onto <https://ssb.ancheim.ie/dkit/>.

You will need your Student ID and PIN to login. You can locate your PIN in recent email correspondence from the Examinations Office, or by entering your student ID number in the User ID box and selecting Forgot Pin?

2. Log into 'Enter Secure Area' with your User ID and Pin



[Enter Secure Area](#)

Login here to view your personal information.

[Programme Catalogue](#)


[Open Public General Surveys](#)

Please check if you have any pending Public General Survey to answer.

RELEASE: 8.4

3. Select Student Services

User Login

 Please enter your user Identification Number (ID) and your Personal Identification Number (PIN). When finished, click Login.

When you are finished, please Exit and close your browser to protect your privacy.

User ID:

PIN:

Enter Login ID
and Pin and then
click 'Login'

4. Select Final Grades page



[Personal Information](#) [Student](#)

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Student Services & Financial Aid

[Final Grades page](#)

[Online Registration](#)

RELEASE: 8.5.2

5. Select Term 2014-2015

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Select a Term:

RELEASE: EGB 8.0

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6. Final Grades Page – click the Re-apply link.

Modular Final Grades

Student Information

Current Program

Ordinary Bachelor Degree

Level: NFQ Level 7

Program: Comm Youth Work L7

Admit Term: 2011-2012

Admit Type: CAO Applicant

Catalog Term: 2011-2012

College: School of Business&Humanities

Campus: DKIT Main Campus

Major and Department: Community Youth Work, Humanities

Academic Standing: Exemptions Granted

Student Class: Y3

Award Title: Bachelor of Arts in Community Youth Work

Award Classification: No Classification

If you have failed a course, it will appear under the courses 'Status' heading

The 'Re-apply' link will be present at the bottom of the page. Click to continue with registration.

GPA Summary

Stage	Stage Passed	Stage GPA	Earned Credits	Total Credits Required
Stage 1	Y	68.30	60	60
Stage 2	Y	70.50	60	60
Stage 3	N	49.50	45	60
Award	N	55.00	165	180

NFQ Level 7 Course work

CRN	Subject	Course	Section	Sitting	Course Title	Final Grade	Attempted Credits	Earned Credits	Status
74742	PLCE	H7006	L02	June Exam Session	Youthwork Placement 2	60	27.500	27.500	Exempted
74745	PRPF	H7002	L02	June Exam Session	Applied Professional Development 2	50	2.500	2.500	Exempted
74379	YTWK	B7008	L01	January Exam Session	Youth Work Practice 2	55	5.000	5.000	Exempted
74748	COMD	H7002	L01	January Exam Session	Community Entrepreneurship	40	5.000	5.000	Exempted
74754	RESA	H7001	L01	January Exam Session	Research Methods and IT Skills	28	5.000	0.000	Fail
74757	SOCS	H7002	L01	January Exam Session	Development Studies	22	5.000	0.000	Fail
74760	SOCS	H7003	L01	January Exam Session	Migration and Social Change	34	5.000	0.000	Fail
74763	SOCS	H7004	L01	January Exam Session	Social Studies	60	5.000	5.000	Exempted

Click on the Following link to register for repeat Exams: [Re-apply](#)

7. Register for Repeat Course/s

Personal Information Student

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Resit course registration

Please ensure you select the relevant sitting where a failed module is offered twice.

Recent Resit Registration Messages

Date CRN Message

Select all the courses you wish to resit by clicking **Select All**.
Click Register

Resits available

Term	Part of Term	CRN	Course Code	Course Title	Section Type	Start Date	End Date	Select
2015-2016 Spring Repeats		75190	ENGLB8Z05	English 2	X05 Exam Only	15-MAY-16	09-JUN-16	<input type="checkbox"/>
2015-2016 June Repeats		75205	ACCTB8003	Accounting for Business	X01 Exam Only	15-MAY-16	09-JUN-16	<input type="checkbox"/>
2015-2016 Winter Repeats		75172	ADMNB7Z02	Essential Office Application	X06 Exam Only	01-DEC-15	31-JAN-16	<input type="checkbox"/>
2015-2016 Spring Repeats		71743	PRELB8012	Advertising	X05 Exam Only	15-MAY-16	09-JUN-16	<input type="checkbox"/>
2015-2016 Spring Repeats		67085	COMMB7Z06	Workplace Communication Skills	X05 Exam Only	15-MAY-16	09-JUN-16	<input type="checkbox"/>

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8. Resit Course Registration Confirmed

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Resit course registration

Please ensure you select the relevant sitting where a failed module is offered twice.

Recent Resit Registration Messages

Date	CRN	Message
01-OCT-2015 13:57:43		Fee assesment: assessment posted/account was updated
01-OCT-2015 13:57:42	75205	Registration request successfully processed.
01-OCT-2015 13:57:42	71743	Registration request successfully processed.
01-OCT-2015 13:57:42	67085	Registration request successfully processed.
01-OCT-2015 13:57:42	75190	Registration request successfully processed.
01-OCT-2015 13:57:42	75172	Registration request successfully processed.

Select All

De-select All

Resits available

Term Part of Term CRN Course Code Course Title Section Type Start Date End Date Select

Courses currently assigned

Term	Part of Term	CRN	Course Code	Course Title	Section	Type	Start Date	End Date	Status
2015-2016 Spring Repeats		75190	ENGLB8Z05	English 2	X05	Exam Only	15-MAY-16	09-JUN-16	Courses Assigned
2015-2016 June Repeats		75205	ACCTB8003	Accounting for Business	X01	Exam Only	15-MAY-16	09-JUN-16	Courses Assigned
2015-2016 Winter Repeats		75172	ADMNB7Z02	Essential Office Application	X06	Exam Only	01-DEC-15	31-JAN-16	Courses Assigned
2015-2016 Spring Repeats		71743	PRELB8012	Advertising	X05	Exam Only	15-MAY-16	09-JUN-16	Courses Assigned
2015-2016 Spring Repeats		67085	COMMB7Z06	Workplace Communication Skills	X05	Exam Only	15-MAY-16	09-JUN-16	Courses Assigned

←----- Click on Make Payment button

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9. Review Repeat Registration Fees



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Resit Fees page

2015-2016

Description	Charge	Payment Balance
Term Charges:	€112.50	
Term Credits and Payments:		€0.00
Term Balance:		€112.50
Account Balance:		€237.50
Repeat Exam Fees:		€50.00

Please note that the amount being charged in this transaction is a repeat exam registration fee only

I agree to the terms and conditions above ☒

Fees displayed will detail all fees owed. Your Online Payment transaction will be for RESIT EXAMINATIONS ONLY.

Click here to pay for registered courses

Select the terms and conditions checkbox, before the 'Pay Now' button can be selected

10. Enter Payment Details

Card Type:

Card Number:

Security Code: [\(About security code\)](#)

Expiration Date:

Cardholder's Name:



11. 3d Secure



Verified by
VISA

Added Protection

Please submit your Verified by Visa password.

[I am not enrolled in 'Verified by Visa'](#)

Merchant: dkitonlinereg

Amount: 100.00 EUR

Date: 19/11/13

Card Number: XXXX-XXXX-XXXX-4037

Personal Message: Welcome to Verified by Visa!

Login Name:

Enter the first, second and eighth characters of your password:

[Forgot your password?](#)

12. Payment Confirmation

Your payment is complete and will be credited to your student account.

Please click [here](#) to view the confirmation of your registration. If you have any queries please email exams@dkit.ie or phone 042 9370235

Please do not use the back button as unpredictable results may occur.