



Noroff
University
College

RE-SIT REGISTRATION GUIDE



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1 Introduction

The re-sit periods come after the exam periods. The dates will vary from year to year and will be communicated outside of this document.

It will only be possible to sign up for courses that are related to the period that is being held. The period for Computing and Interactive Media may be on different dates.

Registration for re-sit and deferred exams takes place through Studentweb. There are separate registration periods that are also communicated outside of this document.

NOTE! It is important that you read through this entire document before you start registration, as failure to deregistration from parts you have received a grade in will count as a re-take of the exam with a cost attached.

Note!

In instances where the provisions of NUC's regulations conflict with or differ from the directions found in this document, the stipulations of the official regulations shall take precedence. The Norwegian version of this document take precedence in case of doubt in the understanding of the content.

The re-sit period is the period where the re-sit exam is conducted for students who have received an F or have received "failure to attend" as a result, deferred exam for students with valid absence or a retake of course/grade improvement for students who have grades A-E in the course. The procedure is similar regardless of which category you are in, but the consequences will be different. Hereafter, this exam will be called the re-sit exam. The exam follows the assessment strategy of the last ordinary delivery of the course.

This document will be a guide and provide you information about the re-sit exam and the re-sit period.

Regulation: Chapter 4. Examination

(5) There is an exam fee attached to taking a re.sit exam.

Price list for re-sit exams and grade improvement can be found here:
<https://support.noroff.no/hc/en-us/articles/28141288438929-Pricelist-NUC>

2 Deadlines,dates and costs

The registration will be within a given period prior to a continuationperiod.

The date when registration opens and closes will be communicated through email to all active

students and be available where this document are published.

The deadline is final and subsequent consequences of non-registration or de-registration will be present.

The exam dates will be published as an independent PDF in the same place as you will find this guide when the dates have been set, as well as be available in Studentweb after registration, you will also find the dates in the course in Moodle.

The deadline for registration and de-registration is independent of ongoing appeals. If you receive an appeal back after the deadline for de-registration has expired, it is not possible to de-register for the exam.

Check the Studentweb information ([here](#)) for information on how to find your results, exam attempts and more. If you have taken the course previously and have passed parts of the assessment strategy and this is identical to the last delivery of the course, and this is not registered in your Studentweb, please contact the Student Administration so that it can be checked.

Price list for re-sit exams and grade improvement can be found here: <https://support.noroff.no/hc/en-us/articles/28141288438929-Pricelist-NUC>

This is invoiced in addition to the semester fee. If you sign up for a course and have passed parts of the assessment strategy, you must deregister from the individual parts you have passed. If you do not deregister from passed parts, this counts as an attempt at grade improvement with a subsequent cost.

3 Error message when registering

There may be several reasons why you are not able to register for the re-sit exam. Here you will find the most common reasons.

3.1 The course has not been delivered in the period that the re-sit period is in connection to:

It is only possible to take the re-sit exam/deferred exam in courses that have been completed for the relevant period that is in connection to the re-sit period. It is not required that you yourself were registered for the course in within the last delivery, but you must have been past the regular delivery based on your education plan. Which is to say, you can't re-sit courses that are in your future education plan.

3.2 No right to study:

If you are past the ordinary study time of 3 years, past the completion deadline of 5 years, are excluded, have lost your right to study due to non-payment or lack of progression, or have terminated your study place yourself, you will not have access to register for the re-sit exam / deferred exam.

3.3 Non approved mandatory activity:

In courses that require an approved mandatory activity to take the exam, this will also be a prerequisite for the re-sit exam. If you know that you have not received approval for mandatory activities in courses that have this in their assessment strategy, this may be the reason you are not able to register.

3.4 Too many counting attempts:

As a student, you have a total of 3 attempts to sit the exam in a course. If these attempts are used, you must apply for a fourth attempt to the study administration via the Support Portal.

3.5 The course code has changed:

If the course you are trying to register for has changed, you will not be able to register as the course code does not match the one you have in your education plan.

If you receive an error message you do not think is justified, contact the student administration through the Support Portal.

4 How to register

The registration takes place in the same way regardless of whether you register for the re-sit exam, re-take of the course (grade improvement) or deferred exam.

NOTE! When registering for the re-sit exam/deferred exam/re-take of a course, you will be registered for the entire course, and not just one exam. The instructions explain how to register for the overall assessment (all parts of the assessment strategy) and further how to deregister for partial exams in the course.

[Re-sit/ grade improvement will have a cost for each partial exam regardless of whether you get a better grade or not, please see the pricelist here: https://support.noroff.no/hc/en-us/articles/28141288438929-Pricelist-NUC](https://support.noroff.no/hc/en-us/articles/28141288438929-Pricelist-NUC)

Sign into Studentweb, click on "My active courses" at the top of the menu. If you want to re-sit a course that you have under active courses, click on the arrow to open the course. If it says register for exams you can register for re-sit through this button.

▼ UC3VUL05 Vulnerabilities
5 Credits  

Class info:

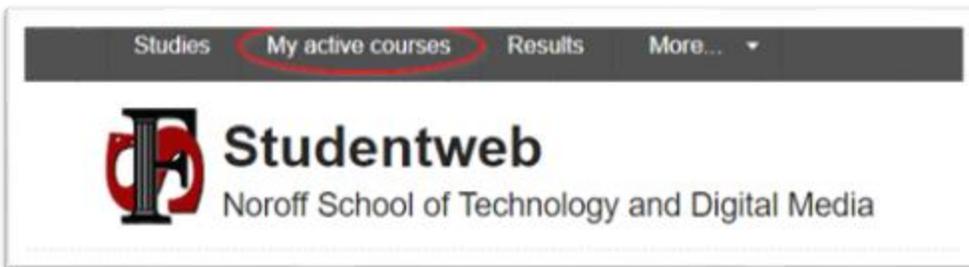
Spring 2024 - Admission granted

Cannot be withdrawn.

Exam registrations:

[+ Register for exams](#)

If the course is not listed here, you can try to search for the course code for the course you wish to take the re-sit exam.



Courses that can be re-sit have an “Add” button. Press this button.

Course search

Course code:
 Subject:

Course name:
 Faculty:
Search

Search result - search for courses (1 courses)

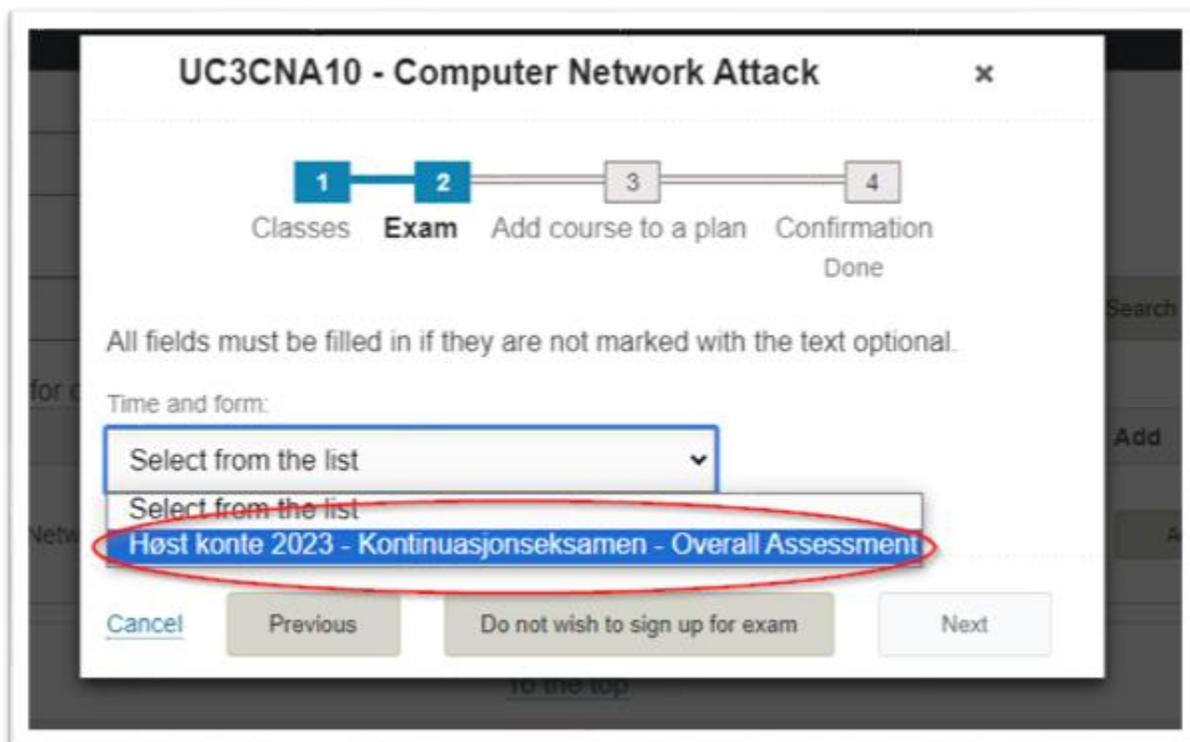
Course	Credits	Information	Add
UC3CNA10 Computer Network Attack	10	Classes It's not possible to register for class now. Exam You can register for exam.	Add

Press Next to proceed with the registration.



The dialog shows a progress bar with four steps: 1. Classes (highlighted in blue), 2. Exam, 3. Add course to a plan, and 4. Confirmation Done. Below the progress bar, the text reads "It's not possible to register for class now." At the bottom, there are three buttons: "Cancel", "Do not wish to sign up for class", and "Next" (highlighted with a red oval).

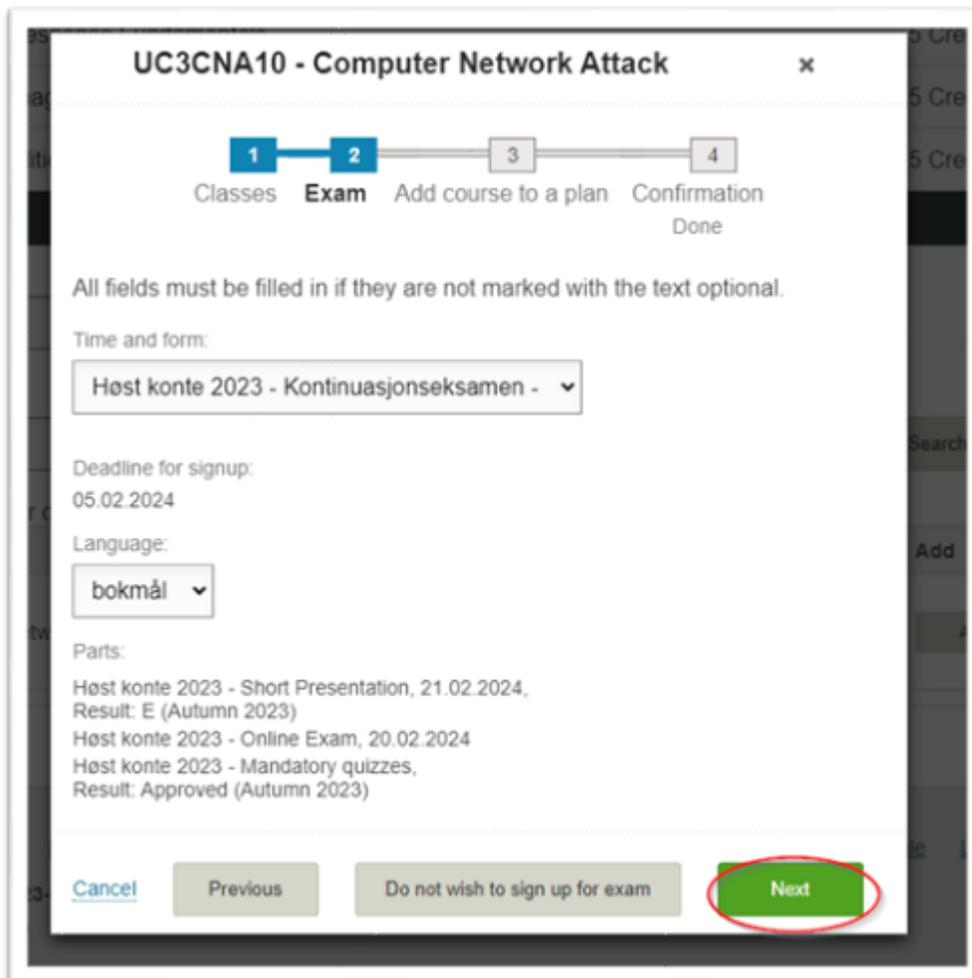
Select the relevant re-sit period – Re-sit exam – Overall assessment and press next.



The dialog shows a progress bar with four steps: 1. Classes, 2. Exam (highlighted in blue), 3. Add course to a plan, and 4. Confirmation Done. Below the progress bar, the text reads "All fields must be filled in if they are not marked with the text optional." Under "Time and form:", there is a dropdown menu with "Select from the list" and a red oval highlighting the option "Høst konge 2023 - Kontinuasjoneksamen - Overall Assessment". At the bottom, there are four buttons: "Cancel", "Previous", "Do not wish to sign up for exam", and "Next".

Tap Next. Language has no practical significance for anything. In this picture, you will then see the date when the exam will be held. As well as all the parts you are signed up for and you may find your current results on the sections if you already have some results registered in Studentweb. In some cases, it may be stated that you are also registered for mandatory activities, it is not possible to re-sit mandatory activity during the re-sit period, this message must therefore be disregarded.

Check that the information is correct before clicking next.



UC3CNA10 - Computer Network Attack x

1 2 3 4
Classes **Exam** Add course to a plan Confirmation Done

All fields must be filled in if they are not marked with the text optional.

Time and form:
Høst konte 2023 - Kontinuasjoneksamen - v

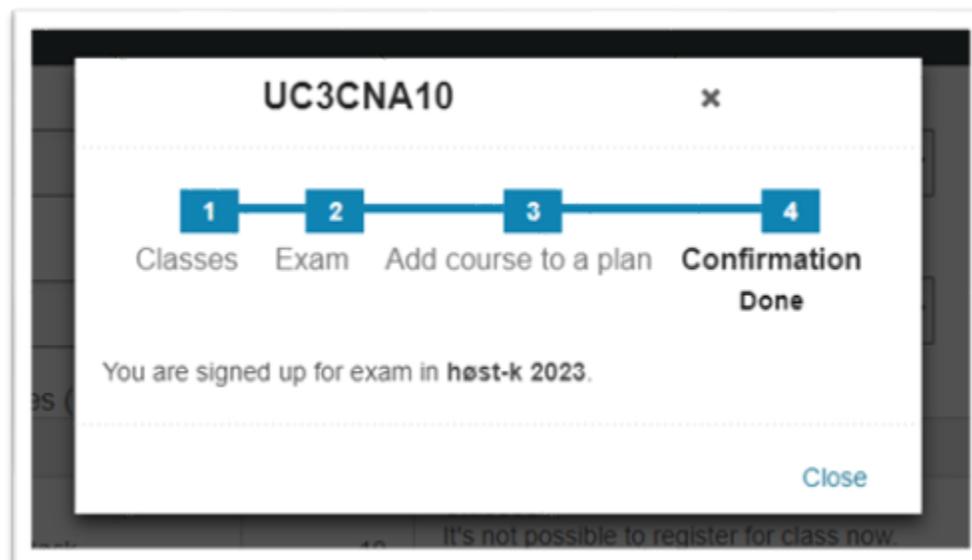
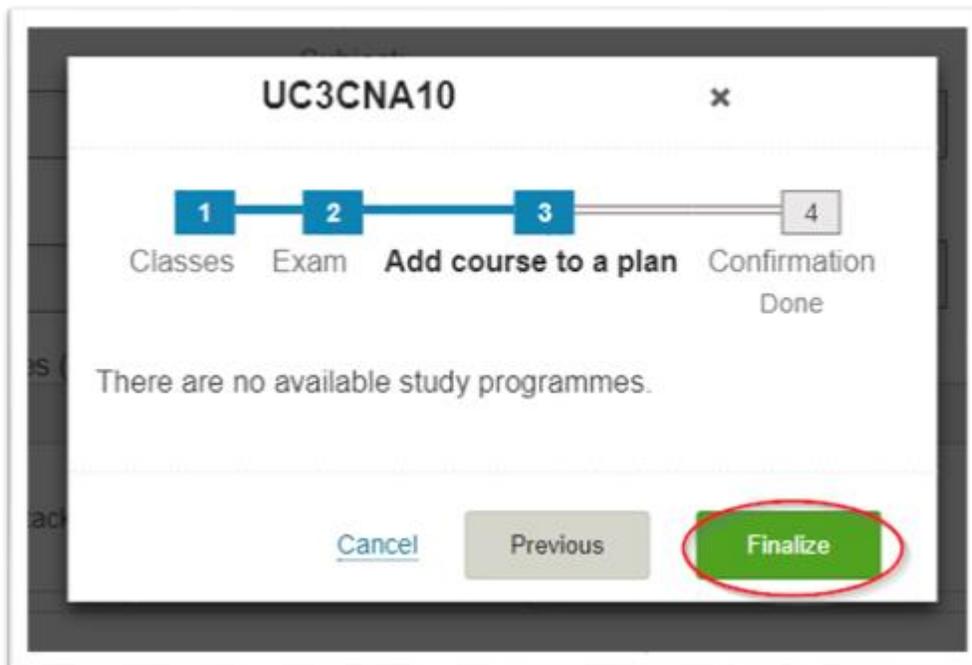
Deadline for signup:
05.02.2024

Language:
bokmål v

Parts:
Høst konte 2023 - Short Presentation, 21.02.2024,
Result: E (Autumn 2023)
Høst konte 2023 - Online Exam, 20.02.2024
Høst konte 2023 - Mandatory quizzes,
Result: Approved (Autumn 2023)

[Cancel](#) Previous Do not wish to sign up for exam **Next**

Tap finalize.



Once the registration steps have been completed, you are registered for all parts of the assessment strategy for the course. Remember to follow the deregistration guide if you are not going to take all parts.

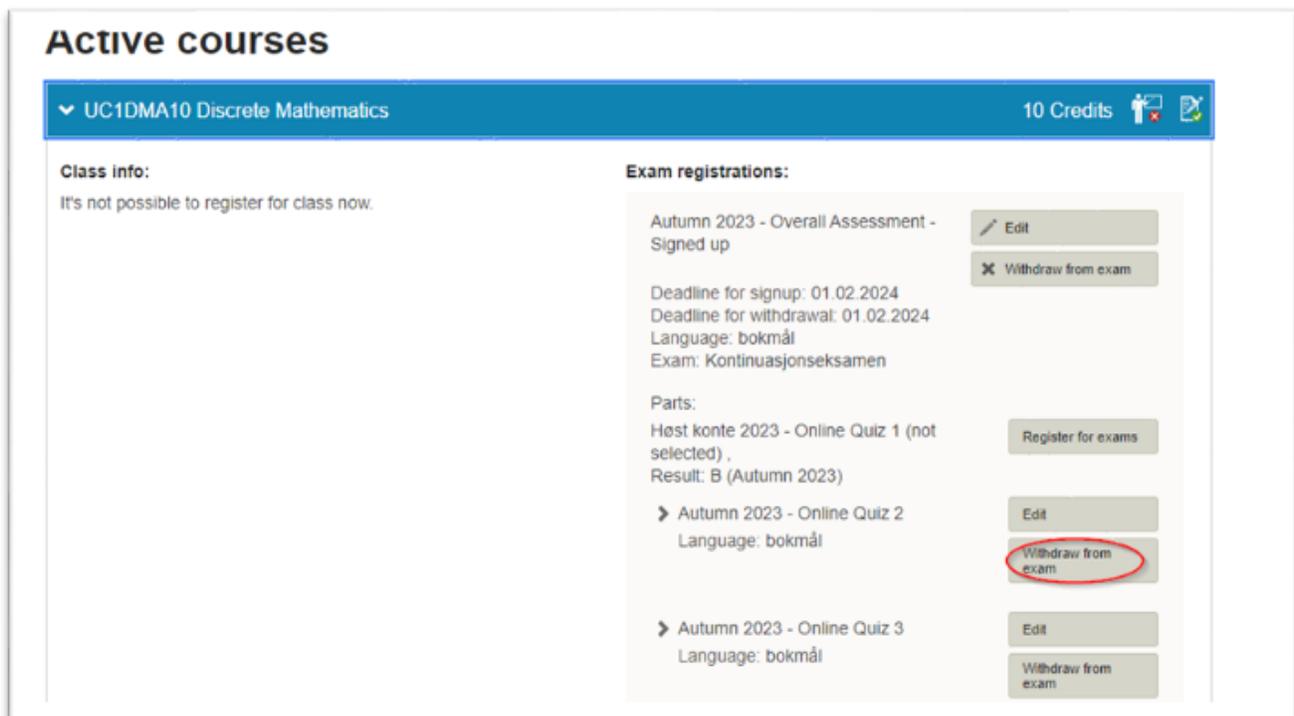
5 How to deregister

Note! If the course is divided into partial exams, and you only want to take one of them, you must deregister of the others, as follows:

After you have completed the registration, you will find your registered courses under "**active courses**".

When you click on the course, you will get information (by clicking on the arrow on each section you will also be able to get more information) and if you are within the deadline, you will get some options.

If you are within the deadline, you will be able to withdraw from the overall assessment – then you withdraw from all parts – choose the first “X Withdraw from exam” button. Or you can withdraw from the individual exams – then you chose the “Withdraw from exam” button in connection to the part you will not take.



Active courses

▼ UC1DMA10 Discrete Mathematics 10 Credits

Class info:
It's not possible to register for class now.

Exam registrations:

Autumn 2023 - Overall Assessment - Signed up
Deadline for signup: 01.02.2024
Deadline for withdrawal: 01.02.2024
Language: bokmål
Exam: Kontinuasjoneksamen

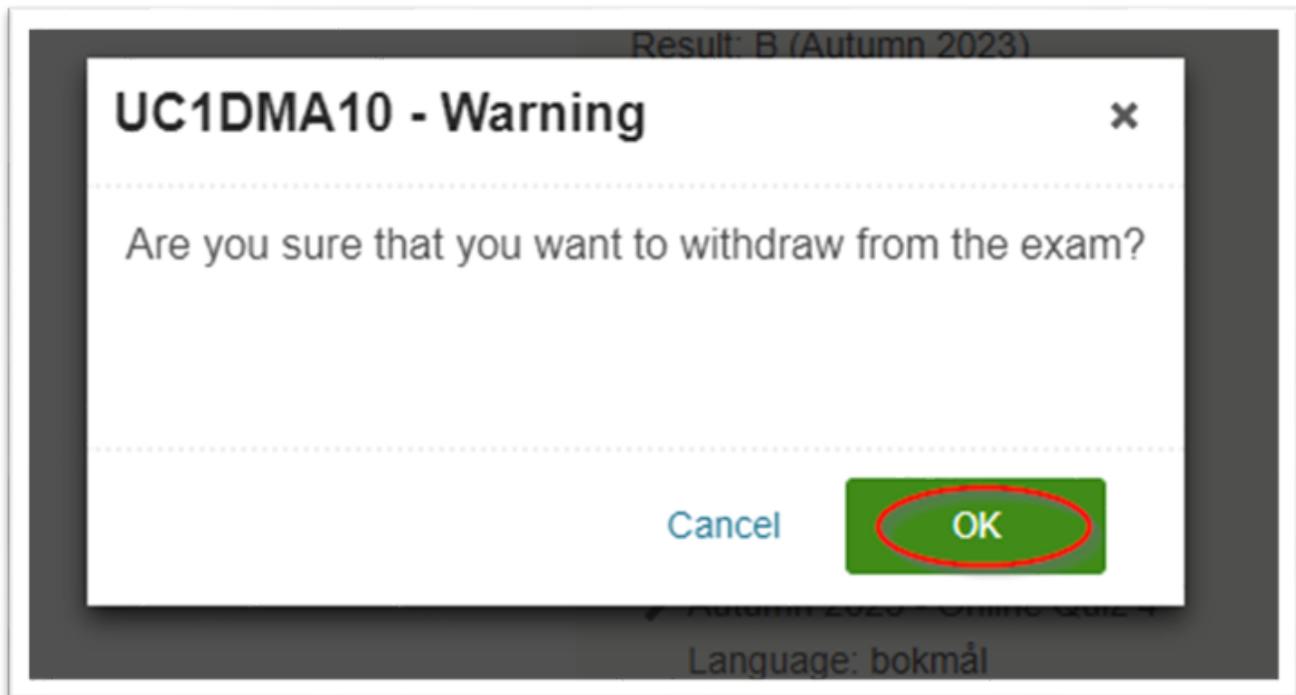
Parts:

Høst konte 2023 - Online Quiz 1 (not selected) ,
Result: B (Autumn 2023)

▶ Autumn 2023 - Online Quiz 2
Language: bokmål

▶ Autumn 2023 - Online Quiz 3
Language: bokmål

Buttons: Edit, Withdraw from exam, Register for exams, Edit, Withdraw from exam, Edit, Withdraw from exam



If you have any questions regarding registration or de-registration from partial exams, please contact the student administration in the Support Portal as soon as possible.

6 After registration

When you have registered for the re-sit exam, this will happen:

The re-sit/deferred exam follows the assessment strategy for the ordinary delivery of the course from the last delivery of the course. This means that if you have taken the course before the last delivery, there may be changes in the assessment strategy. If you have passed parts previously that correspond to the last delivery of the course and this is not reflected in your Studentweb, it is important that you contact the student administration through the Support Portal so that it can be examined.

Third-year bachelor's thesis is an exception when it comes to assessment strategy and registration for the re-sit exam. See information in the course in Moodle or contact the student administration through the Support Portal.

When you have registered through Studentweb, you will be given access to the re-sit exam in Moodle at the time of the re-sit exam. If you have any questions, please contact the student administration through the Support Portal.

Version Control

Version	Comment	Author	Date
1.0	First time published	Hjørdis Gudmundsen Annette Andreassen	30.01.2024
2.0	Revision and added more information	Hjørdis Gudmundsen Annette Andreassen	06.05.2024
2.1	Added information for registration for active courses	Hjørdis Gudmundsen	05.06.2024
2.2	Added information about Interactive Media	Hjørdis Gudmundsen	04.09.2024
2.3	Changed from dates to a more generic text	Hjørdis Gudmundsen	27.01.2025