

## Erasmus & Visiting Students Frequently Asked Questions (FAQs)

### When is Orientation?

#### Spring 2018/19

10 <sup>th</sup> January 2019 (9.30am – 3.30pm):	Support Services
11 <sup>th</sup> January 2019 (8.30am – 1pm):	Academic Advisory Sessions

#### Fall 2019/2020

5 <sup>th</sup> September 2019 (9.30am – 3.30pm):	Support Services
6 <sup>th</sup> September 2019 (8.30am – 1pm):	Academic Advisory Sessions

#### Spring 2019/2020

9 <sup>th</sup> January 2020 (9.30am – 3.30pm):	Support Services
10 <sup>th</sup> January 2020 (8.30am – 1pm):	Academic Advisory Sessions

[For more detailed information on Orientation events see here.](#)

### When do classes start?

Orientation for international students always takes place the Thursday before the first day of term. [Find out more about term dates at this link.](#)

### What classes can I take?

Visiting and Erasmus Students should attend the Academic Advisory Sessions and will be provided with a **Visiting Student Academic Handbook**. The handbook contains a list of the classes available for the semester to Visiting and Erasmus students.

A copy of the handbook is also available to download in the Affairs Office website.

**Visiting and Erasmus students may only register for courses listed in the Visiting Student Academic Handbook.** Please do not attempt to make alternative arrangements with academic staff to attend a course not listed in the Visiting Student Academic Handbook as you will not be able to register for, sit exams or gain credit, for modules not listed in the handbook.

### Where do I get class timetables?

Timetables are available from academic disciplines offices and on their websites. Please refer to the Visiting Student Academic Handbook for a list of academic disciplines, locations, email addresses and web addresses. See example below with location, contact information and website address for the Archaeology discipline.

# Archaeology

Location: ARC217, Arts/Science Building

Contact: archaeology@nuigalway.ie / 091 492167

Website: [http://www.nuigalway.ie/archaeology/Undergraduate\\_Program/visiting\\_students.html](http://www.nuigalway.ie/archaeology/Undergraduate_Program/visiting_students.html)

See website for course descriptions and timetables.

Code	Module	Semester	ECTS	Examination
AR113	Prehistoric Ireland and Europe	1	5	Written exam (2 hours)
AR225	Hunters and Farmers in Early Europe	1	5	Written exam (2 hours)
AR239	Landscapes of Cult & Kingship: The Royal Sites of Ireland	1	5	Essay
AR246	Castles, Colonists and Crannogs 1100-1350	1	5	Essay
AR250	Sacred Places and Christian Buildings in Medieval Ireland	1	5	Essay
TI254	Space, Place and the Irish Landscape	1	5	Written exam (2 hours)
AR328	Irish Art from the Early Iron Age to the 8th Century A.D.	1	5	Essay
AR336	Europe in the Bronze Age	1	5	Essay
AR338	Explaining Prehistory – Current Research Trends	1	5	Essay
AR343	Public Archaeology	1	5	Essay

Also in the handbook, you will find a map of the campus, a list of abbreviations commonly used in classroom names as well as a list of locations for the most frequently used lecture theatres and classrooms. You should carry the handbook with you for the first few weeks until you are familiar with the campus.

## When can I get my class timetables?

Normal office opening hours for academic disciplines are 9.00 am – 1.00 pm and from 2.00 pm to 5.00 pm. Students who intend taking classes offered by the academic areas providing advisory sessions will be able to obtain timetables at the advisory sessions. Timetables are also available on discipline websites, by calling to the discipline office or by emailing the office.

## Why are there academic advisory sessions for some subjects but not for all subjects?

Academic advisory sessions are offered in the following subjects due to the high demand for courses from Visiting and Erasmus students in these areas -

School of Political Science & Sociology  
School of Humanities - English  
School of Humanities - History  
School of Humanities - Philosophy  
School of Psychology  
School of Languages, Literature & Culture (Italian, Spanish, German, French, Classics, Gaeilge)  
School of Geography & Archaeology  
School of Law  
School of Business  
College of Science  
College of Engineering  
Indigenous Arts Exploration  
Exploring Irish Theatre  
Philosophical Thinking with Children

**Introductory lectures for all modules will be provided in the first week of the semester.**

## When do I register for modules?

Students are allowed to attend classes for up to two weeks before they are required to register their module choice.

To register their module choice, students should complete a **Module Registration Form**.

The Module Registration Form can be submitted to the Registration Desk, 1<sup>st</sup> Floor, Áras Uí Chathail. This is the final deadline for submission, but students can submit their forms as soon as they have finalised their module selection.

A Registration Statement will issue to students by email confirming their module choices. Access to the Blackboard learning environment for class information will be available after your Module Registration Form has been processed.

Students are allowed one further week to amend their module selection by submitting a **Change of Mind Form**.

Visiting and Erasmus students can return their completed Change of Mind form to the International Affairs Office. A Registration Statement will issue to students confirming their module choices after the changes have been processed.

### **I can't access my module on Blackboard – what should I do?**

Students will not be able to access material on Blackboard until they are registered for modules. Blackboard access updates within 24 hours of your Module Selection Form being processed.

If you are having difficulty accessing information on Blackboard, check that you are registered for the module. If you are registered and cannot access material, you should check with your lecturer to ensure that he/she is providing material on Blackboard. If the answer is yes then you should log the access problem with the Information Solutions and Services Dept at [servicedesk@nuigalway.ie](mailto:servicedesk@nuigalway.ie).

### **When will I receive my examination schedule?**

Exam timetables are not released until the middle of the semester. The exam timetable can be accessed via the Examinations Office website at [www.nuigalway.ie/exams](http://www.nuigalway.ie/exams)

Students are strongly advised not to travel during the exam period. Students should be available for the entire examination period. It is not possible to make special arrangements for students who are unable to attend on the date of their examination due to travel commitments.

### **When will I receive my student identity card?**

**Erasmus Students** will receive their registration packs with their student identity cards at the orientation session specifically for Erasmus students in the Bailey Allen Hall.

**Visiting Students** will receive a registration pack including a student identity card, before the Academic Advisory Sessions begin.

The pack will contain a student identity card and a confirmation of your registration which will include your NUI Galway email address and password.