



## Institutional Factsheet for the ERASMUS+ PROGRAMME

*This factsheet also serves as an Annex to inter-institutional agreements.*

### 1. Institutional Information

#### (i) Institutional Details

<i>Full Legal Name of Institution</i>	National University of Ireland, Galway (NUI Galway)
<i>Address</i>	University Road, Galway, Ireland
<i>Erasmus ID code</i>	IRLGALWAY01
<i>ECHE Number</i>	28471
<i>Institution website</i>	<a href="http://www.nuigalway.ie">www.nuigalway.ie</a>
<i>Erasmus website</i>	<a href="http://www.nuigalway.ie/erasmus-programme/">http://www.nuigalway.ie/erasmus-programme/</a>
<i>Course catalogue</i>	<a href="http://www.nuigalway.ie/erasmus-programme/incomingstudents/coursesavailable/">www.nuigalway.ie/erasmus-programme/incomingstudents/coursesavailable/</a>

#### (ii) Main Contacts

<i>Erasmus Institutional Coordinator</i>	Mary Lyons
<i>Responsibilities</i>	Overall management of Erasmus programme Bilateral agreements; staff mobility
<i>Contact details</i>	E-mail: <a href="mailto:mary.lyons@nuigalway.ie">mary.lyons@nuigalway.ie</a> Tel. +353 91 493491

<i>Contact for OUTGOING Erasmus Students:</i>	Gisèle Farrell
<i>Responsibilities in relation to outgoing students</i>	Administrative support in relation to procedures and grant payments, as well as general queries, for outbound studies and traineeships
<i>Contact details</i>	E-mail: <a href="mailto:outgoingerasmus@nuigalway.ie">outgoingerasmus@nuigalway.ie</a> ; <a href="mailto:gisele.farrell@nuigalway.ie">gisele.farrell@nuigalway.ie</a> Tel. +353 91 493749; Fax +353 91 494562
<i>Contact for INCOMING Erasmus Students:</i>	Nigel Collins
<i>Contact details</i>	<a href="mailto:incomingerasmus@nuigalway.ie">incomingerasmus@nuigalway.ie</a> ; <a href="mailto:nigel.collins@nuigalway.ie">nigel.collins@nuigalway.ie</a> Tel. +353 91 495495; Fax +353 91 494562
<i>Responsibilities in relation to incoming students</i>	Deals with nominations, applications and transcripts, as well as general enquiries.

<i>Academic Coordinators</i>	For details, see individual agreements, or go to <a href="http://www.nuigalway.ie/erasmus-programme/incomingstudents/contactcoordinators/">www.nuigalway.ie/erasmus-programme/incomingstudents/contactcoordinators/</a> .
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## 2. Detailed requirements and additional information

### (i) Recommended Language Skills

With the exception of some courses offered through the Discipline of Gaeilge (Irish), teaching is through the medium of English on the courses that are open to visiting students. We do not have a specific exam-based requirement in relation to incoming Erasmus students' level of English, but it is very important that they have a good command of the English language, both written and spoken, because otherwise they will almost certainly encounter significant difficulties in understanding lectures, taking part in class exercises, and in writing assignments and exams. We would suggest **Level B2** on the [Common European Framework of Reference for Languages](#).

For incoming teaching staff, the required level is at least B2.

### (ii) Disabilities

NUI Galway has the infrastructure to welcome students and staff with disabilities. They are requested to liaise with our Disability Support Service ([www.nuigalway.ie/disability](http://www.nuigalway.ie/disability)), making sure to do this well in advance of their visit to Galway so as to allow adequate time for their needs to be assessed.

### (iii) Calendar

<i>Nomination deadline Semester 1 or Full Year</i>	15 <sup>th</sup> May
<i>Application deadline Semester 1 or Full Year</i>	31 <sup>st</sup> May
<i>Nomination deadline Semester 2</i>	15 <sup>th</sup> October
<i>Application deadline Semester 2</i>	31 <sup>st</sup> October
<i>Application Procedure</i>	Details are available at <a href="http://www.nuigalway.ie/erasmus-programme/incomingstudents/admissionprocedures/">www.nuigalway.ie/erasmus-programme/incomingstudents/admissionprocedures/</a> . A link to our online application system will be sent to all students who have been nominated by their home universities.
<i>Decision response</i>	Students will receive an acceptance e-mail within 5 weeks of the application deadline.
<i>Issue of transcripts</i>	Within 6 weeks of the end of the examination period, transcripts will be sent by post to the international offices of partner institutions. Copies will also be sent to students at their home addresses.
<i>Academic calendar</i>	Semester 1 usually runs from early September to approx. mid-December (including exams) Semester 2 usually runs from early January to mid-May (including exams) See <a href="http://www.nuigalway.ie/academic_dates/">www.nuigalway.ie/academic_dates/</a> Repeat examinations for both semesters 1 and 2 take place in August.

### (iv) Reception of Erasmus Students and registration deadlines

An orientation programme for international students begins on Thursday of the week before the teaching term commences. Module/course registration usually opens on the date when teaching starts and is available for a period of approximately one month. By registering for modules, students will gain access to Blackboard, our virtual learning environment. Students are advised of all relevant dates by e-mail before they arrive.

They should also check [www.nuigalway.ie/erasmus-programme/incomingstudents/latestnews/](http://www.nuigalway.ie/erasmus-programme/incomingstudents/latestnews/).

#### **(v) Course choice for visiting students**

Students should consult the handbooks at [www.nuigalway.ie/erasmus-programme/incomingstudents/coursesavailable/](http://www.nuigalway.ie/erasmus-programme/incomingstudents/coursesavailable/).

All modules available to visiting students are listed here, and Erasmus students may not register for any other modules. The only exception is for students coming under our Law exchanges; further information can be found at the link mentioned above.

Please note that no postgraduate modules are available to Erasmus students.

#### **(vi) English classes**

A five-week-long series of free English classes is organised for new Erasmus students at the beginning of each semester. Classes take place two evenings per week. The course does not carry ECTS credits, but a certificate is issued to students who complete the course.

### **3. Further Information**

#### **(i) Grading System at NUI Galway**

1 <sup>st</sup> Class Honours	70% and above
2 <sup>nd</sup> Class Honours, Grade 1	60% - 69%
2 <sup>nd</sup> Class Honours, Grade 2	50% - 59%
3 <sup>rd</sup> Class Honours	40% - 49%
Fail	Below 39%

#### **(ii) Visas**

Information and assistance can be provided by the following contact point and information source:

E-mail: [international@nuigalway.ie](mailto:international@nuigalway.ie); tel. +353 91 495277

Website: [www.nuigalway.ie/international-students/prearrival.html](http://www.nuigalway.ie/international-students/prearrival.html)

#### **(iii) Insurance**

Please see our website: [www.nuigalway.ie/erasmus-programme/incomingstudents/healthmatters/](http://www.nuigalway.ie/erasmus-programme/incomingstudents/healthmatters/).

Additional information and assistance can be provided by the following contact point:

Mary Lyons; e-mail: [mary.lyons@nuigalway.ie](mailto:mary.lyons@nuigalway.ie); tel. +353 91 493491

#### **(iv) Housing**

NUI Galway's Accommodation Office offers advice and assistance.

See <http://www.nuigalway.ie/student-life/accommodation/> for information and contact details.

Please note that reservations of rooms in student residences must be made by dealing directly with the residences. Demand is usually high, and early booking is advisable. It is also worth noting that private sector accommodation can be difficult to find in the first semester, and where possible, single-semester students would be well advised to consider coming to Galway for semester 2 (starting in early January) rather than for semester 1.

The International Office has compiled some hints and tips for incoming Erasmus students seeking accommodation: <http://www.nuigalway.ie/erasmus-programme/incomingstudents/livinginalway/#tab2>.