



## Institutional Factsheet for the ERASMUS+ PROGRAMME

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

### 1. Institutional Information

#### (i) Institutional Details

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

#### (ii) Main Contacts

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

Erasmus Administrative Assistant	Gisèle Farrell
Responsibilities in relation to incoming students	Deals with nominations, applications and transcripts, as well as general enquiries.
Contact details	E-mail: <a href="mailto:gisele.farrell@nuigalway.ie">gisele.farrell@nuigalway.ie</a> or <a href="mailto:erasmus-office@nuigalway.ie">erasmus-office@nuigalway.ie</a> Tel. +353 91 493749; Fax +353 91 494562

Academic Coordinator	For details, see individual agreements, or go to <a href="http://www.nuigalway.ie/erasmus/incoming/coordinators_incoming.html">www.nuigalway.ie/erasmus/incoming/coordinators_incoming.html</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 at NUI Galway is through the medium of English. 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) **Students with Disabilities** should liaise with our Disability Support Service: [www.nuigalway.ie/disability](http://www.nuigalway.ie/disability).

### **(iii) Calendar**

<i>Nomination deadline Semester 1 or Full Year</i>	Mid-May
<i>Application deadline Semester 1 or Full Year</i>	31 <sup>st</sup> May
<i>Nomination deadline Semester 2</i>	Mid-October
<i>Application deadline Semester 2</i>	31 <sup>st</sup> October
<i>Application Procedure</i>	Information brochures and application forms are available at <a href="http://www.nuigalway.ie/erasmus/incoming/admission_procedures.html">www.nuigalway.ie/erasmus/incoming/admission_procedures.html</a> . Forms should be completed by the nominated students, and then signed by their home university departmental coordinator. Only original forms (not faxes or photocopies) can be accepted.
<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 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. Subject/module registration usually takes place approximately two weeks later. Students are advised of all relevant dates by e-mail before they arrive.

They should also check [www.nuigalway.ie/erasmus/incoming/news.html](http://www.nuigalway.ie/erasmus/incoming/news.html).

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

Students should consult the handbooks at <http://www.nuigalway.ie/erasmus/incoming/courses.html>.

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 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.

### **(vii) Amendments to, or Termination of, Agreements**

Changes to bilateral agreements (such as adjustments to the number of students exchanged) can be agreed between the partners from year to year. In the event of unilateral termination, a notice of at least one academic year will be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## **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	45% - 49%
Pass	40% - 44%
Fail	Below 39%

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

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

Louise Coyle; 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/incoming/student\\_health.html](http://www.nuigalway.ie/erasmus/incoming/student_health.html).

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 [www.nuigalway.ie/accommodation\\_office/](http://www.nuigalway.ie/accommodation_office/) 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.

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