

Dear Student,

You are receiving this e-mail because your home university has informed us that you are being nominated to study at NUI Galway under the Erasmus Programme in the academic year 2019/20.

If you wish to begin your studies at NUI Galway in September, 2019 (whether as a Semester 1 or Full Year Erasmus student), you must ensure that you submit your online application no later than 23:59 GMT on 31<sup>st</sup> May, 2019. After this, at midnight on 31<sup>st</sup> May, the online application system will close and you will no longer be able to access it.

We are going to give you a link to the online form in this e-mail.

**BEFORE completing the form**, please be sure to read carefully **ALL** the information on our [Admissions Procedures](#) pages. This is really important!

You will need to identify your [NUI Galway academic coordinator](#) and insert the correct name on the application form.

### **[Link to the Online Application Form](#)**

Your [Learning Agreement](#) does not need to be uploaded along with your application, but some students will be required to send at least a list of proposed modules at the same time as submitting the online application. Please read on ...

- If you are a student of **Science, Engineering or Medicine**, you will need to provide your previous academic transcripts as well as a list of the modules you are interested in taking, as they will have to be reviewed by the relevant Disciplines or Schools. These documents, for students of Science, Engineering and Medicine, should be sent to the appropriate [academic coordinator](#) by 31<sup>st</sup> May. It's a good idea to make contact with the coordinator at an early stage, as s/he may ask you to fill in a particular form listing your desired modules.
- If you are a student of **Humanities, Business or Law**, you should make sure to fill in the learning agreement and liaise with the academic coordinators at your home

university and at NUI Galway to ensure that it's signed by all parties according to the requirements of your home university. Your home university should advise you about the deadline for completion of the learning agreement. You won't need to supply previous academic transcripts.

When completing the learning agreement, please consult the [list of courses available to visiting students](#). The academic handbook and course listings will be updated during the summer; for now, the 2018/19 edition will give you a good idea of what may be on offer in the coming year.

You can expect to receive a brief e-mail of acknowledgement after you submit your application online. Please be patient, as the e-mail may take up to half an hour to arrive. This e-mail is not a confirmation of acceptance, only a confirmation that your application was received. **Acceptance e-mails** will be sent out before the end of June. *In our experience, important e-mails often end up in students' spam/junk e-mail folders, so please do check these regularly.*

In the acceptance e-mail, in June, we will send you some important information, as well as your NUI Galway student number. Later we will invite you to upload a passport-sized photograph which will be used for your student ID card.

## QUESTIONS?

Our [website](#) has lots of useful information which you should take time to read, and there is also a list of [Frequently Asked Questions](#) (FAQs) and a [Latest News page](#), which will be updated as necessary.

### *What about accommodation?*

Please see our [Accommodation Office website](#) and the [accommodation tips](#) we've compiled for you, but please remember that the Accommodation Office, not the International Office, is your contact point in relation to this matter. You should bear in mind that there is always very high demand for accommodation in September and that many students have difficulty in finding suitable rooms within their budget. You might

manage to book a room in a student residence: if you are applying for one, you should write “ERASMUS” when you are asked for a “CAO number” or “student number”.

We have reserved a small number of rooms for Erasmus students in Corrib Village and in Goldcrest, two of our student residences. Around the 20<sup>th</sup> May, we will send a special link to all our nominated Erasmus students, so that they can apply for these rooms if they wish. We emphasise, however, that this quota is not large, and there is no guarantee that you will be successful. If you have the opportunity to reserve a room before this, you may be well advised to do so. Your application for accommodation in either of these residences will be identified by your e-mail address: if you apply in the normal way (before 20<sup>th</sup> May) and do not secure a room, you will be placed on a waiting list; if you then decide to apply again via the link mentioned, you should use a different e-mail address the second time, to prevent your second application being rejected.

**WARNING:** You need to be on the alert for accommodation scams. **You should NEVER send money as a deposit for accommodation unless you have seen the property, or have somehow verified that it exists.** That means that you must come and view it, or send someone you know and trust to view it. If you come across a friendly stranger online who offers reasonably priced rooms in a lovely apartment at a Galway address, be very cautious. The address may exist, but the apartment may not. ☹ If the offer looks too good to be true, it could be because it’s not true ... be very wary!

Every year at least one unfortunate international student is the victim of an accommodation scam: don’t let it be you this time!

### ***When do Erasmus students need to arrive in Galway?***

Incoming Semester 1 and Full Year Erasmus students are expected to attend the Orientation Programme which starts on Thursday, 5<sup>th</sup> September, and to attend lectures right from the start, i.e. from Monday, 9<sup>th</sup> September. However, it would be advisable to arrive at least a week earlier if you have not pre-booked accommodation (see above).

If you have a question that cannot be answered by reference to the information provided here or online, please contact my colleague Nigel Collins at [incomingerasmus@nuigalway.ie](mailto:incomingerasmus@nuigalway.ie).

We look forward to welcoming you to NUI Galway in the coming academic year!