



OLLSCOIL NA
GAILLIMHE
UNIVERSITY
OF GALWAY

Coláiste na nDán, na nEolaíochtaí
Sóisialta & an Léinn Cheiltigh
College of Arts, Social Sciences
& Celtic Studies

Academic Handbook *for Postgraduate Students*

University
of Galway.ie



Welcome to *our community*

Welcome to the College of Arts, Social Sciences and Celtic Studies at the University of Galway.

We are delighted that you have chosen to join our postgraduate community. Whether you are continuing your studies at University of Galway, arriving from within Ireland or travelling from overseas, beginning postgraduate study is an exciting opportunity to develop academically, professionally and personally.

This handbook incorporates academic and practical information to help you prepare for university life, understand the supports available to you, access key academic resources, and settle into the University of Galway community.

We very much look forward to welcoming you to our College.



Before you arrive

Accept your offer of admission

Confirm acceptance of the offer (firm or conditional) via the [online system](#) by clicking ACCEPT or DECLINE in the relevant section.

At the same time you must also secure your (firm or conditional) programme place by paying online the deposit of €500 by the response deadline as specified in your [online offer](#).

Please note if you are funded by a grant authority or other funding body, you are still required to pay the deposit to accept and secure your seat.

Submit any outstanding documentation

Make sure you have submitted your transcripts, ID, personal statement and any other documents listed on your course webpage.

Meet any conditions attached to your offer

If you receive a conditional offer, you must submit evidence that you have met the condition(s) through the [application portal](#) before your place can be fully confirmed and you are eligible to begin your course. All evidence must be provided prior to [course commencement](#) and formal registration.

Confirm funding arrangements and arrange payment of fees

Fees may be paid in full prior to registration or 50% prior to registration and 50% on or before 31st January.



Depending on visa requirements, students may need to pay €6,000 or 50% of fees due as part of the visa application. Please ensure you have this payment made in advance of the start of the academic year.

Review arrival and orientation information

The academic calendar is available for you [here](#). There will be a College orientation at the beginning of the semester and typical programmes will have an orientation as well.

Arrange accommodation

The [Accommodation Advisory Service](#) has resources to help you on your search.

Check visa requirements (where applicable)

For College of Arts Postgraduate Admissions Queries contact artsadmissions@universityofgalway.ie

Registration, student accounts *and orientation*

Register online to gain access to your student account, university email, Canvas (our online learning platform), library services, campus facilities, and student supports.

Once registered, you will gain access to:

- University email account
- Student ID card
- Canvas learning platform
- Library services
- Campus facilities
- Student support services

Complete registration here: [New Student Registration](#).

Note: Online Registration opens on 18th August.

If you experience difficulties with registration, student records, or accessing your student account, visit the [Student Registry Helpdesk](#)

Monitor Your Student Email

Check your official university email account regularly, as updates regarding timetables, module enrolment, and events will be sent there.

Attend Induction & Orientation

Make sure to attend all programme specific and University wide induction and orientation activities. There is normally a College orientation, an International Student orientation and a programme specific orientation.

Individual Schools and programmes will arrange their own programme-specific orientation or induction activities. Students will receive relevant details directly from their School, and the specific programme team.

Key Dates

International Student Postgraduate Orientation

Tuesday, 1st of September, at
09:30am in the Bailey Allen Hall

College Orientation

Wednesday, 2nd of September, at
11:00am in the Fottrell Theatre,
[Arts Millenium Building](#)

International Students

If you are joining the University from outside Ireland, Global Galway provides dedicated support to help you prepare for your arrival, secure visas, and settle into life in Ireland.

Global Galway Support Includes:

- [Pre-arrival guidance](#)
- Orientation programmes
- Immigration and visa information
- Advice on adapting to life in Ireland
- International student events
- Support throughout your studies

Email: global@universityofgalway.ie

Website: [Global Galway](#)

English Language Requirements & Academic Communication Support

Students who have not completed their previous education through English may need to provide evidence of English language proficiency: [English Language Requirements – Global Galway](#)

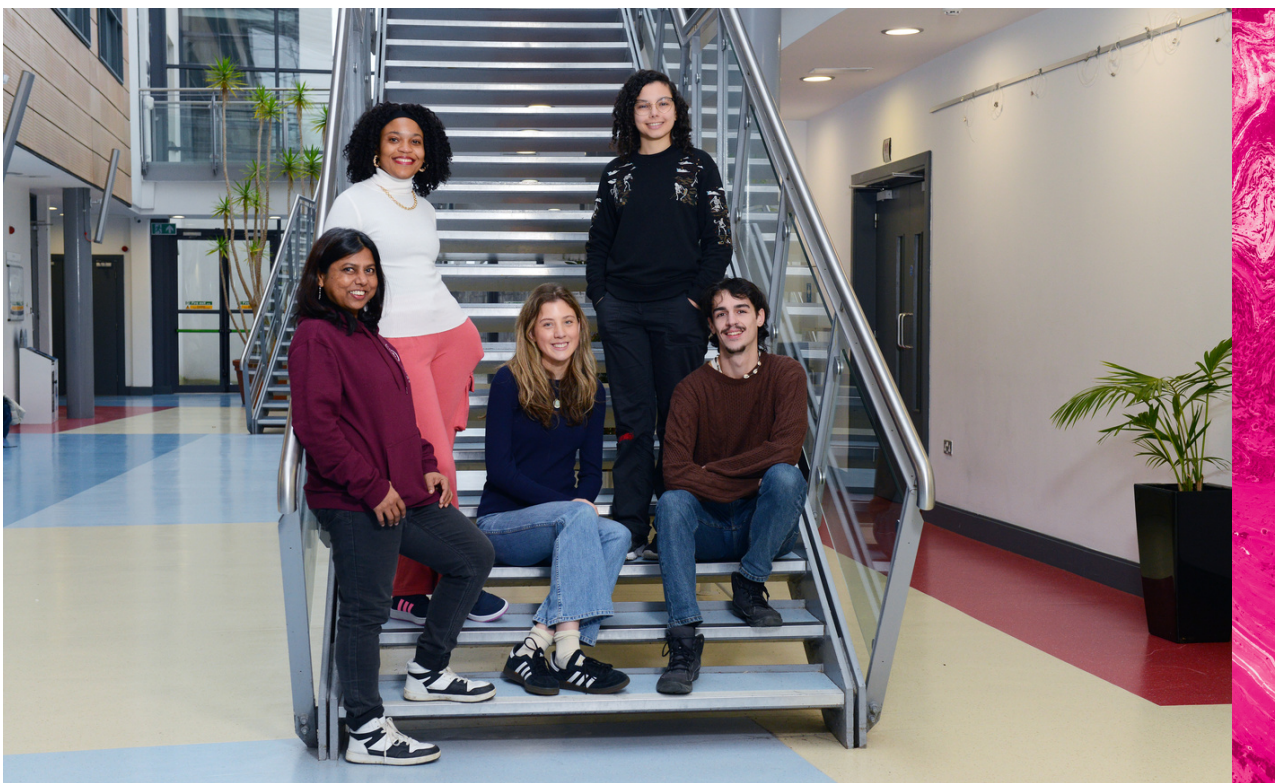
English language and academic communication support is available for all students wishing to develop their reading, writing, discussion, and presentation skills. Supports include guidance on academic writing, structuring assignments, vocabulary, referencing, and seminar participation.

Banking and Practical Matters for International Students

Students arriving from overseas may need to arrange:

- Irish bank account
- Mobile phone services
- PPS number (where applicable)
- Local transport cards

(Global Galway provides more guidance on settling into Ireland).



Academic life at *postgraduate level*

Studying at the postgraduate level requires independent learning, active participation, and familiarity with university academic policies.

Programme Directors

Each postgraduate programme has a dedicated Programme Director who provides academic leadership and guidance on your curriculum.

Module Registration

Ensure you complete module selection and registration within the required deadlines established by your school/department.

Academic Integrity

All students are expected to adhere to the highest standards of academic honesty. Familiarise yourself with referencing styles and plagiarism guidelines.

Assessment Guidance

Review module outlines on Canvas for details on coursework deadlines, continuous assessments, examinations, and grading criteria.

Academic Support

Access study skills resources, guidance and support on academic writing, and learning development workshops through the [Academic Support Service](#).



Library services and *academic resources*

The University Library is a key resource during your postgraduate studies, offering academic material and research space.

Key Features & Services:

- Access to extensive physical collections, online journals, and databases
- One-on-one research support and citation guidance
- Dedicated silent, group, and postgraduate study spaces
- Academic skills and research workshops

Website: [University Library](#)

Student wellbeing and support

University life brings new opportunities and can also provide some challenges. Support is available for personal wellbeing, emotional support, academic concerns, financial difficulties, health-related issues, and adjusting to university life.

Student Support Wheel

Explore available resources via the [Student Support Wheel](#).

College Student Support Officer

Dr. Rosemary Crosse is the College Student Support Officer. Her role is to provide confidential, non-judgmental support and an empathetic space for students to share their concerns. She can offer personal support and advice on topics such as study planning, time management and any personal challenges that may compromise their ability to study.

Email Rosemary:

rosemary.crosse@universityofgalway.ie

Disability Support Service

The University of Galway is committed to ensuring that students with disabilities, ongoing health conditions, or learning differences can fully participate in university life. Their services include Academic accommodations, examination supports, assistive technology, learning supports, and advice.

Website: [Disability Support Service](#)

Email: disabilityservice@universityofgalway.ie



Student Health Unit

The University provides an on-campus Student Health Unit offering confidential medical care to registered students.

Services Offered

- GP (doctor) consultations
- Assessment and treatment of minor illnesses and injuries
- Referrals to specialist or hospital services
- Sexual health advice and contraception services
- Vaccinations and travel health advice
- Mental health support and referrals
- Medical certificates and repeat prescription requests

Website: [Student Health Unit](#)

Book Online: [Book Appointment](#)

Email: healthunit@universityofgalway.ie

Phone: +353 (0)91 492604

Medical Emergencies

- Emergency Services: Call 999 or 112.
- Out-of-Hours: For urgent medical issues outside normal opening hours, contact the designated out-of-hours GP service (listed on the Student Health Unit website).

Digital services *and IT support*

Technology is an integral part of learning at Galway. There are some steps you must complete around registration so that you have access to all of the platforms and services you will need.

IT Setup Steps

New students will receive a welcome email "Activating your new University of Galway campus account" to your personal email address.

Once you receive this, you will be able to:

- Activate your university account
- Set up your student email
- Connect to Eduroam WiFi
- Log into Canvas and Microsoft 365 applications

IT Services for Students: [IT Services Guide](#)
Technical Support: [Library & IT Service Desk](#)

Canvas and Online Learning

Canvas is the University's virtual learning environment where lecturers post:

- Course learning materials & reading lists
- Assignment submission links & assessment details
- Class announcements & online discussions

Canvas Support: [Canvas Student Support](#)



Living in Galway

Galway is a vibrant student city known for its arts, culture, and community atmosphere. Housing demand is high, so students should begin searching early.

University Accommodation

Some postgraduate students live in on-campus accommodation but places are limited. You can view their listings here [Accommodation Portal](#)

Private Accommodation (Studentpad)

The University recommends [Studentpad](#) as a trusted platform for vetted off-campus properties.

Neighborhoods & Areas

Review transport links and distances from campus using the [Accommodation Areas Guide](#).

Student life and getting involved

Getting involved in student life helps you build connections and make the most of your postgraduate experience.

Student Societies and Sports Clubs

Choose from over 115 student societies via the [Societies Directory](#), [Societies Portal](#) or [University Sports Clubs](#).

Postgraduate Society

Join the [Postgraduate Society](#) for social events tailored specifically to postgraduates.

Events Calendars

Check out the [Student Events Calendar](#) and [Societies Events Calendar](#).

Student Ambassador Opportunities

Postgraduate students are encouraged to apply for the [Student Ambassador Programme](#). The Student Ambassador Programme offers paid, part-time opportunities for students to support University events and outreach activities.

Campus Life

Explore opportunities to get involved in university life, including events, activities, student communities, and services via [Campus Life](#).

Volunteering (ALIVE)

Participate in community initiatives and earn the ALIVE Certificate (The President's Award for Volunteering) along with a digital badge for your CV. Learn more at [ALIVE Volunteering](#).



Key contacts

Students are encouraged to contact the relevant service directly for assistance. If you are unsure, your Programme Director or School Office may be able to advise you.

College of Arts Postgraduate Admissions

artsadmissions@universityofgalway.ie

Student Registry Helpdesk

[Student Registry Helpdesk](#)

Global Galway (International)

global@universityofgalway.ie

Student Support Officer (College of Arts)

Dr. Rosemary Crosse

[\(rosemary.crosse@universityofgalway.ie\)](mailto:rosemary.crosse@universityofgalway.ie)

Disability Support Service

disabilityservice@universityofgalway.ie

Student Health Unit:

healthunit@universityofgalway.ie | Phone:
+353 (0)91 492604

Library & IT Service Desk

[Contact Desk](#)

