



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

VISITING STUDENT ORIENTATION

11th January 2018



WELCOME!!!

ORIENTATION SCHEDULE

Time	Activity	Venue
Morning		
9:00 – 10:45am	Pick Up Welcome Pack	Outside Edmund Burke Theatre, Arts Building
9:45 – 10:00am	Welcome Message from Dean of Undergraduate Studies	Edmund Burke Theatre, Arts Building
10:00 – 10:45am	Introduction to Dublin -Transportation -Leap Cards -Mobile Phones	Edmund Burke Theatre, Arts Building
10:45 – 11:15am	Coffee Break	
11:15 - 12:00am	Making the Move: Thinking about Culture	Edmund Burke Theatre, Arts Building
12:00 – 1:00pm	Student Breakout Sessions	Meet at Edmund Burke Theatre, Arts Building

ORIENTATION SCHEDULE

Afternoon		
2:00 – 3:00pm	General Orientation -Module Enrolment (how to sign up for classes) -INIS, Visas, Health Insurance	Edmund Burke Theatre, Arts Building
3:00 – 3:45pm	Student Services -IT Services -Student Services -Health and Safety	Edmund Burke Theatre, Arts Building
3:45 – 4:00pm	Meet Your Trinity Team	Edmund Burke Theatre, Arts Building
4pm	Student 2 Student Campus Tour (includes Libraries and Sports Centre) <u>Mandatory for ALL</u>	Meet in the Arts Building concourse

ORIENTATION SCHEDULE

- **ID Card collection** takes place from January 11-16
Check your email for your specific time-slot
- Saturday 13th January walking tours – sign up!
- Wednesday 18th January Refreshers session in the Atrium
- Coffee mornings in the Global Room

CALENDAR AND IMPORTANT DATES

15 January 2018 Hilary Term teaching begins

Week 7 Study Week (26th Feb)

6 April 2018 Hilary Term teaching ends

9 April 2018 Revision/Examination Prep period begins

30 April 2018 Examinations begin

25 May 2018 Examinations end

- Exam Schedule available in **March**
- **Do not book flights home until you have received your exam timetable**

CHECKLIST

study.abroad@tcd.ie



ERASMUS STUDENTS



Confirmation of Arrival Slips:

Please contact the Service Desk team in Academic Registry for the validation of your Confirmation of Arrival Slips

Learning Agreements:

Please contact your academic coordinator as outlined in your offer letter regarding your Learning Agreement.

Contact Information for Academic Registry:

Please contact the Erasmus desk at Erasmus@tcd.ie or through the AskAR link in the portal should you wish to speak with someone in the Academic Registry.

VISITING STUDENT BLOGGER PROGRAMME

Share your experience at Trinity!

- Bloggers who complete the Programme will receive a bag of Trinity Gifts as a thank you for their participation.
- It is an excellent way to gain experience in writing, photography and social media, and it will look great on your résumé.
- Make sure to take one of the Blogger Programme Flyers for application instructions and more info.

We look forward to seeing your applications!



STUDY-ABROAD

FIRST IMPRESSIONS OF TRINITY...

© MARCH 1, 2016  MICK LYNHAM  LEAVE A COMMENT

Viviana Lletget

Visiting Student

Departments at Trinity: English, Political Science, and Sociology

Home University: University of California Berkeley, Ethnic Studies

PERSONAL SAFETY

- Dublin and Ireland are very safe
- OECD ranks Ireland as 7th safest country in the world
- Take the same precautions as you would in any major city
- Pickpocketing/phone snatching
- Don't leave your bag unattended or carry large amounts of cash

PERSONAL SAFETY

- Be aware of your surroundings, particularly at ATMs
- Keep your apartment door locked
- Be cautious in areas that you don't know
- Inform College Security ([01 896 1317](tel:018961317)) immediately of any suspicious persons or activities which you may come across.

OFF CAMPUS HEALTH ACCESS

- Go to any doctor clinic and pay, reimbursed through health insurance. Normally around €45 - €60 (student rates normally available)
- Urgent care clinics (VHI Swiftcare, Mater Rapid Injury Clinic) €125. Open 8am – 10pm 7 days per week
- GP or urgent care clinic can refer to hospital
- Prescriptions generally inexpensive
- Specialist women's health centres such as Well Woman Clinic
- Check your health insurance

IN EMERGENCIES

Hospital emergencies: closest hospitals include the Mater, St James and St Vincent's (all public). Charge applies when you register.

Closest police station: Pearse Street

Check in with a staff member in the (very unlikely!) case you are admitted to hospital

Note the role of your Tutor should you need to arrange alternative examination

Update your phone number and emergency contact information in my.tcd.ie



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Academic Registry – Module Enrolment

www.tcd.ie/academicregistry

www.facebook.com/TCDAcademicRegistry

@TCDAcadRegistry

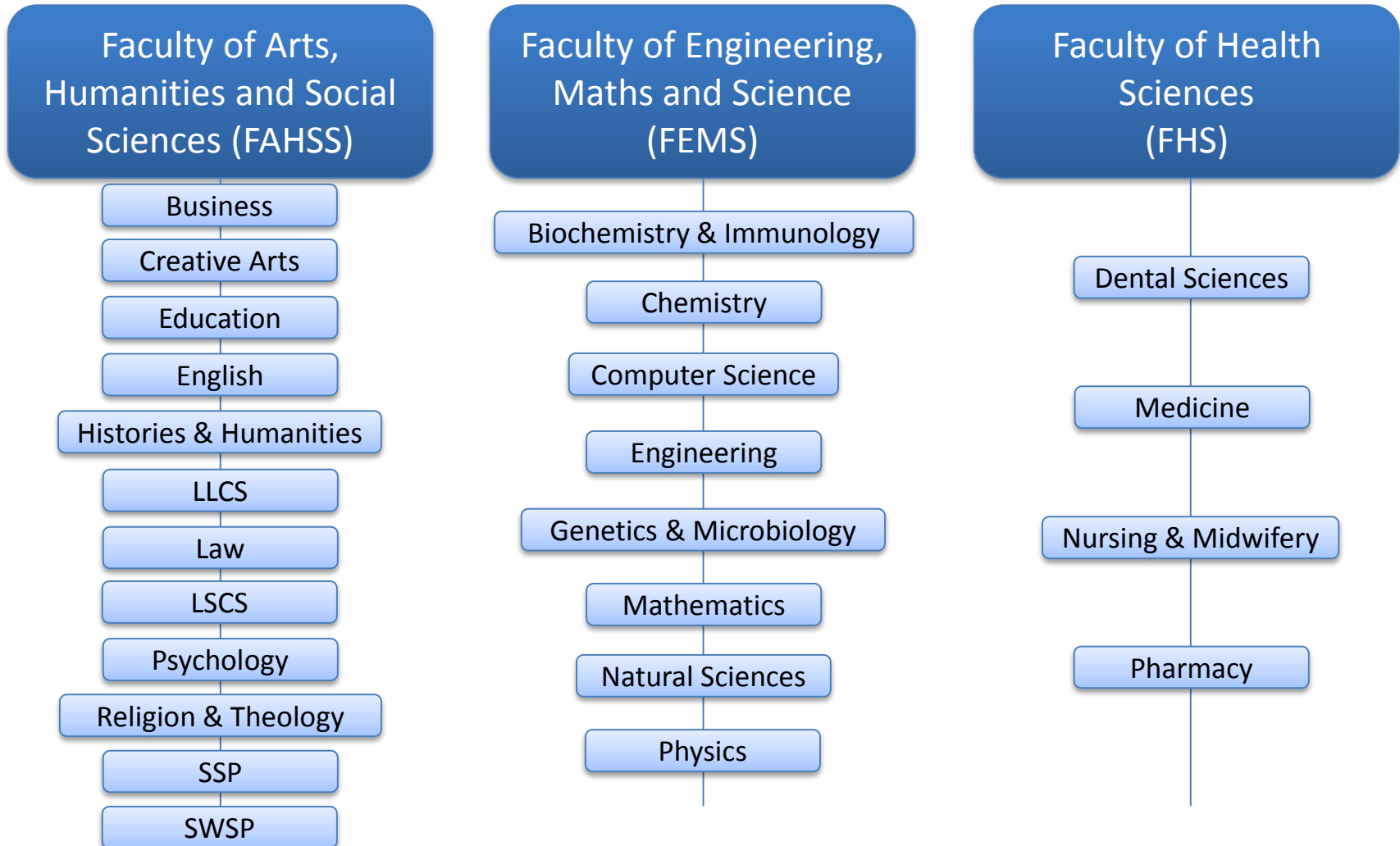
Luke Fitzgerald

Communications, HR, Admin

Academic Registry

Trinity College Dublin, The University of Dublin

TRINITY ACADEMIC STRUCTURE



JARGON

MICHAELMAS, HILARY, AND TRINITY TERMS

Michaelmas is first term, Hilary is second term, and Trinity is the third term

FRESHMAN AND SOPHISTER

Junior Freshman (1st) Senior Freshman (2nd), Junior Sophister (3rd), Senior Sophister (4th)

MODULE V COURSE

Module is a class and a course is a programme of study

AR

Academic Registry, located in the Watts Building.

<https://www.tcd.ie/orientation/jargon/>

WHAT IS MODULE ENROLMENT?

- Module Enrolment is how you sign up for classes
- Top 10 Tips Guide
- Variety of year levels and disciplines
- School/Departmental orientation meetings - www.tcd.ie/students/orientation/visiting-exchange/module-enrolment.php
- Questions? Come to the Q&A sessions tomorrow at 3pm
 - Study Abroad in the Global Room
 - Erasmus outside the Ed Burke Theatre





MODULE ENROLMENT

- Module Enrolment in Academic Registry Service Desk area **9.30 am – 2pm, 15th - 24th January**
- Module Enrolment Forms and list of available modules at: <http://www.tcd.ie/students/orientation/visiting-exchange/module-enrolment.php>
- Queries on course content and course requirements can be directed to relevant academic department contact person listed in Directory.

MODULE ENROLMENT - TOP TIPS

- Make sure you're clear on how many credits your home institution requires you to take. You can take a minimum of 20 and a maximum of 30 ECTS per term
- Some modules are worth 5 ECTS and some are worth 10 ECTS. You'll take 3 – 6 classes
- Most modules available to visiting students are in the second and third years. Not many fourth year level modules are normally available.
- Try to be open minded on modules and have a number of options in mind
- Some areas will not be offered (Dentistry etc)

MODULE ENROLMENT - TOP TIPS

- Your offer letter should list the departments to which you have been accepted.
- You have a form in your packs – [please use only one form](#).
- Some Schools have large meetings which all visiting students attend. At these meetings you will meet academic staff who can provide further advice on modules and they will officially sign the module enrolment form.
- For other Schools, just go to the course office
- <http://www.tcd.ie/students/orientation/visiting-exchange/module-enrolment.php>

SCHOOL MODULE ENROLMENT MEETINGS

School	Time & Date	Location	Signator
Religions, Peace Studies and Theology	13:00-14:00, 10th January	Room 5011, Arts Building	Prof Maureen Junker- Kenny
Law	14:00-15:00, 10th January	Room 11, Law School	Celine Walsh
Semester Start Up Programme	15:00-16:00, 10th January	Davis Theatre	N/A
Botany	14:30-15:00, 11th & 12th January	Ground Floor, Botany Building	Prof John Parnell
Computer Science and Statistics	10:00-11:00, 12th January	Large Conference Room, O'Reilly Institute	Dr Inmaculada Arnedillo- Sánchez
Histories and Humanities	14:00-15:00, 12th January	Classics Seminar Room, 6th floor, Arts Building	TBC
Social Work and Social Policy	15:00-16:00, 12th January	Room 3068 Arts Block	Dr. Catherine Conlon
Social Sciences and Philosophy	18:00-19:00, 15th January	Thomas Davis Theatre, Arts Building	TBC
Trinity Buiness School	18:00-19:00, 15th January	Thomas Davis Theatre, Arts Building	Mr James White, Room 3.14. Tuesday & Thursday 09.30 - 12.30



**Read the instructions on the reverse of this page thoroughly before completing the form.
Form must be fully submitted to the Academic Registry by the deadlines indicated.**

Module Enrolment Form

Surname/Family Name		Forename(s)			Trinity ID #	
Home University		Trinity Email Address			Mobile #	
Student Category (please tick)		Erasmus		Visiting		
Course Level (please tick)		Undergraduate		Postgraduate		
Course Duration (please tick)	Academic Year [AY]	Hilary Term (Jan – April) [HT]	Semester Start-Up Programme:		Yes	No
Module Code	Module Title	Discipline/School	ECTS	Term [HT/AY]	Coordinator Signature	

MODULE ENROLMENT



Module forms must be filled out clearly in **black ink**



Each module listed **must be signed** by the module coordinator in each relevant department



Students are not permitted to take “clashing” modules i.e. modules scheduled for the same time/day



Queries on course content and course requirements can be directed to the relevant academic department contact person listed in Module Directory



Take a scan or photocopy of your form before submission





BROAD CURRICULUM



Broad curriculum modules are applied for online at <http://www.tcd.ie/students/orientation/visiting-exchange/module-enrolment.php>



Broad curriculum modules will be visible on your timetable once confirmed by the Broad Curriculum Team in the Academic Registry



You can log a ticket if there are changes to your BC module choices through the MyTCD portal



Broad curriculum modules **do not** require a signature for approval and should not be submitted on your Module Enrolment Form



If you have a query in regards to the academic element of your BC module, contact the relevant academic department

MODULE ENROLMENT PROCESS

SUBMIT...

Your module form to the
Module Enrolment Room on the
first floor of the Watts Building
in the Academic Registry
Service Desk



1

DO NOT...

Take a ticket or join the
general queue



2

WAIT...

While your form is
processed. Our team will
confirm if this is complete
or advise you of an error
which needs to be
amended.



3

Portal Logon

Login

Username

Password

[Forgotten your password?](#)

Log In

How to Login to my.tcd.ie

New Entrants who have not yet completed online registration:

If you are a new student to TCD, or have taken a break in your studies, and have not yet registered online please login using the username and password recently communicated to you via email.

Students who have completed their studies at Trinity College, or Students who are off books (no assessment) and cannot log into my.tcd.ie

Please click on the 'Forgot your password?' link and follow the on-screen instructions

Staff members, Continuing Students, and New Entrants who have completed online registration:

Please use your College username and network login password to access my.tcd.ie.

Staff members who are also students:

If you are a College staff member as well as a student (new entrant or continuing) please login using your staff username and network login password.

WHAT NEXT?

1. Your modules will be live in your MyTCD portal within 24 hours. Log on to verify the modules are correct
2. In the event of an error in your modules, please log a ticket using the AskAR button. This will allow us to assign your query to the correct support team and ensure faster resolution.

AR Social Media

www.tcd.ie/academicregistry

- **Daily updates on AR activities, deadlines, urgent notices.**
- **Monitored & responded to during business hours.**



Moderated Facebook account

- www.facebook.com/TCDAcademicRegistry



AR Twitter Account

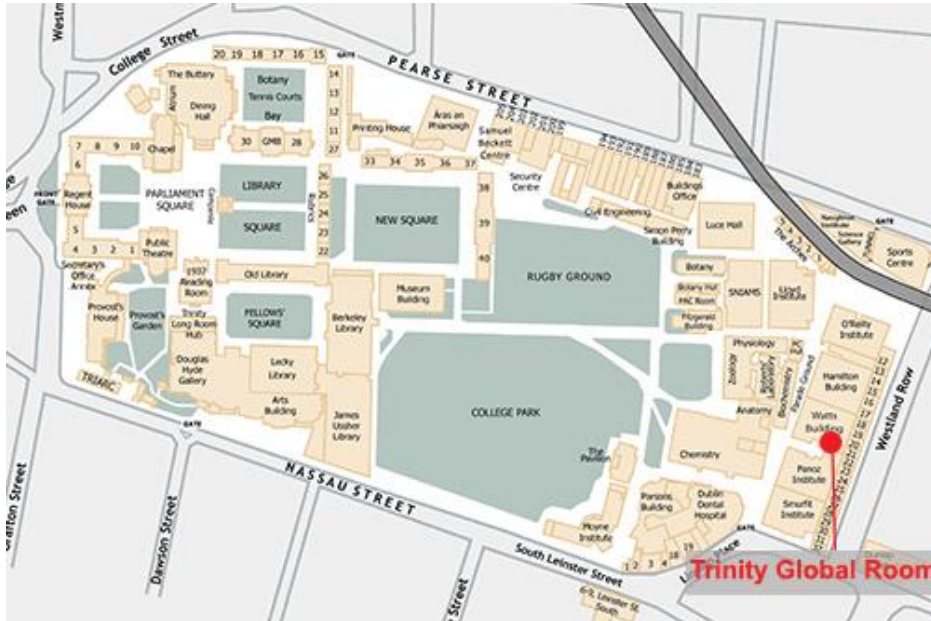
- [@TCDAcadRegistry](https://twitter.com/TCDAcadRegistry) (www.twitter.com/TCDAcadRegistry)



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THE GLOBAL ROOM

Here to help you



TRINITY GLOBAL ROOM

Location: Watts Building
(beside Academic Registry)

Email: tcdglobalroom@tcd.ie

Open Mon-Fri, 9.30am-9pm

- Student focused social and event space
- Global Ambassadors
- New 2 Dublin
- Access Student Services

Student Space and International Student Support Hub

Global Room Manager and team of trained student ambassadors available to provide guidance about navigating Trinity, Dublin and Ireland.

Global Relations Office



GLOBAL ROOM STUDENT SPACE AND SUPPORT HUB



GLOBAL ROOM AMBASSADOR TEAM 2017-18



A HOME AWAY FROM HOME...



NEW 2 DUBLIN

NEW 2 DUBLIN

No matter how you got here...



5 - 7pm Every Monday
TCD Global Room
+ ongoing social events throughout the year

www.meetup.com/new2Dublin
www.facebook.com/groups/New2Dublin



INTERNATIONAL STUDENT EXPERIENCE

Joining a vibrant community where approximately 25% of students are international



KEEP IN TOUCH...



Global Relations Office
www.tcd.ie/globalrelations

The World of Trinity



- BEYOND THE LECTURE HALL
- HELPFUL ADVICE
- EVENTS
- LIVING IN DUBLIN
- EXPLORE IRELAND
- TRINITY AROUND THE WORLD
- STUDENT PERSPECTIVES
- STUDY ABROAD
- OUTBOUND STUDENTS

A modern look at an historic university.

CONTACT INFO

Trinity Global Room
Trinity College Dublin
Watts Building
College Green
Dublin 2
Ireland

tcdglobalroom@tcd.ie

LINKS

Study at Trinity

Global Relations Office

MOVING
TO DUBLIN, IRELAND
&
GETTING SETTLED

[Follow The World of Trinity](#)

FOLLOW BLOG VIA EMAIL

Enter your email address to follow this blog and receive notifications of new posts by email.

[FOLLOW](#)

[Follow](#) ...

BE SOCIAL



@TrinityGlobalRoom



www.facebook.com/groups/TrinityCollegeDublin17/



@TcdGlobalRoom



@TcdGlobalRoom



www.tcd.ie/students/

TIPS & TRICKS





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BANKING

How to open a bank account

STUDENT ACCOUNT OPENING REQUIREMENTS

Required documents to open a BOI 3rd level account:

1. Completed application form (provided by BOI Trinity)
2. Proof of address in Ireland: Letter can be obtained from Academic Registry.
3. Proof of ID: Passport.
4. Account will take 3-5 days to open.
5. Once open funds can be lodged.

SMS will be sent once account is open confirming account IBAN & BIC.

Come Visit us in our new state of the art branch In the Hamilton Building, we have open Workbench with full Wi-Fi access for all your student needs.





AN ROINN DLÍ AGUS CIRT AGUS COMHIONANNAIS
DEPARTMENT OF JUSTICE AND EQUALITY

Seirbhís Eadóirseachta agus Inimirce na hÉireann Irish Naturalisation and Immigration Service

IMMIGRATION



IMMIGRATION REGISTRATION



**If you do not have
an EU/EEA
passport, you
MUST register with
the Irish
Naturalisation &
Immigration
Service (INIS)**

- Online appointment system for registering
- To book an appointment for Burgh Quay:
<https://burghquayregistrationoffice.inis.gov.ie/>
- Appointments are made available at 10am and 2.30pm every weekday
- After you have made the appointment, you will receive a confirmation by email. Bring a copy of this email on the day of your appointment
- Arrive 10 minutes early for your INIS appointment - if you are late, you may not be seen



SEIRBHÍIS EADÓIRSEACHTA AGUS INIMIRCE Na hÉIREANN
IRISH NATURALISATION AND IMMIGRATION SERVICE (INIS)
13-14 CÉ BURGH, BAILE ÁTHA CLIATH 2 / 13-14 BURGH QUAY, DUBLIN 2

Welcome • Fáilte • Bienvenue • 欢迎 • Bienvenido • أهلا بك

APPOINTMENT BOOKING SYSTEM FOR IMMIGRATION REGISTRATION

E-MAIL: burghquayregoffice@justice.ie

Please note that this site is for appointments at the **Burgh Quay Registration Office** only.

You **MUST** have the following documentation ready in order to make your appointment and you **MUST** be able to **PRINT** your confirmation email:

1. GNIB Card (for renewals only)
2. Passport
3. Your email address

Check early & often to book a registration appointment in Dublin.

You can book an appointment up to 10 weeks early. A small number of extra near-term appointments are also released every day at 14:30. If you can't book one straightaway, keep trying. It may take 2 or 3 days to find one.

[Make Appointment](#)

[View Appointment](#)

[Cancel Appointment](#)

ONLINE APPOINTMENT BOOKING SYSTEM



ON THE DAY OF YOUR INIS APPOINTMENT AT BURGH QUAY

WHAT YOU NEED TO BRING?

- Valid Passport
- Proof of Registration*
- Proof of Fees Paid*
- Bank statement from Irish bank showing €3000** available OR Proof of financial support (scholarship letter)
- Proof of Health Insurance, policy document is required
- €300 Fee (No cash accepted. Credit card or debit card or a Bank giro)

*From Academic Registry: Allow 5 days

** Students staying for single semester: €500 per month/Account from home





health

insurance.

HEALTH INSURANCE

All non-EU students are required to have private medical insurance. This should provide emergency accident cover and should cover any period of hospitalisation.

Where to obtain?

- O'Driscoll O'Neil (www.odon.com)
- VHI Healthcare (www.vhi.ie)
- Aviva Health (www.avivahealth.ie)
- Laya Healthcare (www.layahealthcare.ie)



RE-ENTRY/ MULTIPLE ENTRY VISAS



RE-ENTRY/MULTIPLE ENTRY VISAS

If you require a visa to study in Ireland and you wish to travel home or to another country, you **MUST** obtain a re-entry visa. Necessary only for travel purposes only.

Apply by:

- **Registered Post (mail)**
- Or if in person via the online re-entry visa appointment system

Please refer to www.inis.gov.ie for application form and guidelines

DOCUMENTS REQUIRED:

- Passport
- GNIB card
- 2 colour passport-sized photographs
- Registration letter from Trinity with dates of course
- Fee: €60 single entry/€100 multiple entry

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Thank You and have a great time
in Trinity!