Erasmus and International Exchange Information Meeting

Dr Davide Romelli
Director of Study Abroad

Exchange Information Evening
4th November, 2019
Agenda

Structure of the Evening

– 18.00 – 18.20: General Session
– 18.20 – 19.00: Departmental Sessions
Departments and Coordinators

Business – Jimmy White
- Email: business.exchange@tcd.ie
- Office Hours: Room 4001, 4th floor, Trinity Business School – Tuesday & Thursday 9.30 – 12.30

Economics – Joseph Kopecky
- Email: Econ.Exchange@tcd.ie
- Office Hours: Room 3016, 3rd floor, Arts Building – Wednesday & Friday 11.00 – 12.00

Political Science – Dino Hadzic
- Email: dhadzic@tcd.ie
- Office Hours: TRISS, Room C6.004, 6th floor, Arts Building – Friday 10.00 – 12.00

Philosophy – Ben White
- Email: whitebe@tcd.ie
- Office Hours: Room 5003, 5th floor, Arts Building – Tuesday 16.00 – 17.00

Sociology – David Ralph
- Email: ralphda@tcd.ie
- Office Hours: Room 2.03, 2nd floor, 3-4 College Green – Wednesday 12:00 – 14.00
Who is Responsible for What?

Academic Advice and Approval
– Departmental Erasmus Coordinators

Administrative Support
– Programme Administrators

Grant Administration
– Academic Registry

• For further details please consult the website, http://www.tcd.ie/study/study-abroad/outbound/. Email queries to Erasmus@tcd.ie
Which Exchanges can I go on?

- Check the exchanges available for each department you are studying with on website: https://www.tcd.ie/ssp/undergraduate/study-abroad/Outgoing/destinations/index.php

- You are eligible to apply in either Department/School you are studying with

- If you study two subjects, you must make sure that you can take both subjects in the university you select before applying – SEE ELIGIBILITY NOTES

Also: There are some international (non-EU) exchanges for non-Erasmus options (Trinity Business School; Economics)
Half a Year or a Full Year?

- If you spend half a year abroad, you will be examined on the basis of work completed in Trinity and abroad.
- If your second subject is not offered in a university you are interested in you may consider going on a half year exchange, provided you are able to frontload your modules - check with coordinator.
- There is a section to indicate your preference on the application form.
Applying for Erasmus

- Application form available on: http://www.tcd.ie/ssp/undergraduate/study-abroad/Apply/
- Applications to be submitted via Qualtrics. Practice form in Word available on website. **Only fully completed applications submitted via Qualtrics will be accepted.**
- **Applications open on: Tuesday 5th November 2019**
- **Deadline: Friday 29th November 2019, at noon**
- Places will be allocated on basis of grades, availability and suitability of exchanges
Applying for Erasmus

- When giving your JF grades please enter NUMERICAL grade*

- You will be asked to list five top preferences

- Please do your homework on which exchanges are suitable for your subject combination before you list them on the form

* These results will be checked and students who misreport their results will be excluded from the selection process
After you Apply

- First round offers will be made in mid January
- Those who have been offered non-EU places and are also offered Erasmus place will have 1-2 days to accept/decline Erasmus offer
- You will have roughly a week accept or decline the offer
  - Please note: before you accept consider financial implications etc. as withdrawals are only permitted in exceptional circumstances
- Remaining places will be offered on a second round
After you Apply

- You then need to **apply to the internal Trinity system** as well as the host university (on-line application form)

- You will be invited to **apply to the host university** after Academic Registry has nominated you
  - This process differs slightly in each host university
  - Ensure to do this promptly when invited
Learning Agreements

- You must complete a Learning Agreement signed by both your coordinators before you leave and you must update this if any of your courses change when you are away:
  - You need this not only for the grant
  - You need proof of approval for your courses to show that you took sufficient courses in each subject, and fulfilled any prerequisite requirements

- You must submit a copy of your Learning Agreement, **signed by the TCD exchange coordinators and Host University**, to your programme administrator within **two weeks** of arriving on exchange
Learning Agreements

- Full year exchange students **MUST** take 60 ECTS while abroad, the best 45 ECTS of which will be counted towards your final grade.
- For half year students you **MUST** take 30 ECTS, the best 22.5 of which will be counted towards your final grade.
- You must take equal ECTS in each of your subjects and you **must get** your courses approved by both of your coordinators.
- Make sure you have validates the prerequisites for SS modules.
Before you go

- You must remain registered at TCD even if you go abroad for a full year, so make sure you are registered before leaving. i.e.

- **Offers are made subject to conditions and an absolute minimum of a second class honor (II.2) at the first attempt in the Senior Fresh year is required for all Erasmus exchanges.**

- Make sure you have a valid passport and the European Health Insurance Card (EHIC).
After you return

- Your grades will be translated by the coordinator responsible for your exchange, using the College-wide grade conversion table: https://www.tcd.ie/study/assets/PDF/Grade%20Conversion%20Tables_November%202017.pdf#page=3

- You will be asked to supply your grades to your coordinator at the end of each term

- Erasmus grades are approved at the Supplemental Court of Examiners (mid-September)
Who is responsible for what?

– We expect you to:
  • Research exchange programmes thoroughly before you apply/accept an offer
  • Be able to act independently on a day to day basis
  • Investigate courses in advance, but expect to be flexible
  • Inform us if you encounter difficulties

– Although we will give you all assistance we can to support you academically, we cannot:
  • Help with finding accommodation
  • Control the courses that other universities offer
  • Review or intervene in the decisions of partner universities
Things to consider before applying

– Erasmus is a wonderful opportunity:
  • ‘An absolute must. best decision I ever made & I wasn’t even too excited about it when I went. Tell students to Beg borrow or steal to fund it, it's worth it! Doesn’t matter where you go either, its just about the friends you make.’
  • ‘By far the best year of my life overall.’

– BUT part of the experience can be challenging:
  • ‘I hadn't fully considered the implications of moving away from family and friends for 7 months and at times found this harder than I had expected. However overall it was a great experience and I would definitely do it again.’

Part of the experience is taking responsibility, being comfortable in a new and different environment, developing resilience and independence.
Additional information

Please see the Handbook for Outgoing Students for information relevant to Erasmus and Non-EU exchanges.
Disciplinary Meetings

- Business - Edmund Burke Theatre
- Economics – Robert Emmet Theatre (room 2037)
- Political Science – Jonathan Swift Theatre (room 2041A)
- Sociology – Room 4050A, Arts Building
- Philosophy – Room 3027, Arts Building
Thank You