



Ollscoil
Teicneolaíochta
an Atlantaigh

Atlantic
Technological
University



**Student
Services**

Mayo

www.atu.ie/atu-mayo



#lovemayocampus

Meet Everyone



Student Services & Careers Officer

Deirdre Sheridan
Room R110
094 9043217

studentservicesmayo.galwaymayo@atu.ie



Counsellor

Michelle Kerins O'Brien
Room R111
094 9043127

michelle.kerinsobrien@atu.ie



Chaplain

Daniel Caldwell
Room R112
094 9043150 or 086 8492552

chaplainmayo.galwaymayo@atu.ie



Learning Support Tutor

Cathy McGovern
Room R109
094 9043228

cathy.mcgovern@atu.ie



Sports Office

Nigel Jennings
Room B007
087 2496348

nigel.jennings@atu.ie

FAQ's

Where are the Student Services offices located on campus?

On the first floor, offices R107-R112.

Finance

Where can I get more information on financial aid?

Deirdre Sheridan, our Student Services Officer will be able to advise you. You can email her at studentservicesmayo.galwaymayo@atu.ie

What is the SAF fund?

The SAF is the student assistance fund and is available to students who for financial reasons are suffering hardship or unable to continue their third level studies. More information and application forms can be found on the StudentHUB.

What is the Student Support Fund?

This is an emergency fund, usually a once off payment, to assist students who have an urgent financial need. Contact Daniel Caldwell, our Chaplain, for more information.

What if I can't pay my fees?

In very exceptional cases ATU will consider waiving student fees. Contact Daniel Caldwell, our Chaplain, for more information.

Are there any scholarships available to students?

Yes, we have some sports and other scholarships. To find out more contact Deirdre Sheridan, our Student Services Officer.

Where can I get more information on accommodation?

Contact the Student Union (email sumayo@atu.ie): they will be able to provide you with a list of suitable accommodation available in Castlebar.

Where do I go if I need to see a doctor?

Dr. Stephen Patten is our college doctor. Students can attend his practice, free of charge. To make an appointment, phone 094-9021999. His practice is located off Main Street in Castlebar. Eircode: F23ND98. We are also located next to Mayo University Hospital so you can attend if you need urgent treatment.

Careers

Where do I go if I need information on job opportunities or post graduate courses?

Contact Deirdre Sheridan, our Careers Officer. She will be able to advise you.

Do you advertise job vacancies?

Yes, they are emailed to all students, posted on the careers noticeboard and on the ATU Careers Facebook page.

Who do I contact if I need help preparing a CV and interviews?

Deirdre runs CV and interview workshops throughout the year for students. If you need individual advice you can book an appointment to see Deirdre.

What are the Mayo campus opening hours?

During Term Time:
Monday-Thursday: 8.30am – 10.30pm. Friday 8.30am – 8pm.
Saturday: 8.30am – 1pm.
Outside Term Time:
Monday – Friday: 8.30am – 6pm.
Saturday: 8.30am – 1pm

Where can I get my class timetable and college calendar?

Timetables are all available online via timetable.atu.ie. The Academic calendar is available on the StudentHUB.

What is the ATU StudentHUB and how do I get access to it?

The StudentHUB can be accessed online. The StudentHub is the location for a wide range of information including the most popular online student forms, your examination timetable and results. Your login is your ATU Student Number and your password is the password you will be given when you commence your studies.

What is Eduroam and how do I get access to it?

Eduroam is a Wi-Fi network that allows members to access the internet at multiple sites. Sign in with ATU email and password on all internet enabled devices.

How to Register Online?

Students will be sent an 'Invitation to Register' via post.

How do I get my student ID card?

Student ID cards are posted out with photos being uploaded by the students themselves online.

Replacement ID cards can be requested by emailing studentreg.galwaymayo@atu.ie or phone 091-74 2084. This email can also be used to help students experiencing difficulty uploading an image.

Where can I get a letter of registration?

Letters confirming student registration can be requested via the StudentHUB via the link Letter Request - New item (sharepoint.com)

Who do I contact about my electives/module choices?

It is imperative that you register correctly for your electives. Electives/module choices should be discussed with the relevant academic staff members in the first instance.

Changes can be notified to hswsoffice.galwaymayo@atu.ie. Failure to do so may result in no allocated seat for examinations or access to results.

I've changed my address/phone number, do I need to let anyone on campus know?

Changes in address/telephone number/personal details can be emailed by the student to studentreg.galwaymayo@atu.ie

I wish to withdraw or defer my course, what do I need to do?

Students should complete withdrawal/interrupted study forms via the StudentHUB. A meeting can be organised with the student if required with the Head of Department before the form is approved.

How do I access my exam timetable and exam results?

Your exam timetable and exam results will be posted on the StudentHUB.

I may need extra supports when sitting my exams. Who do I contact?

You should contact disabilitysupport.galwaymayo@atu.ie

Chaplain

How can the Chaplain help me?

Daniel Caldwell is our chaplain. His office is on the first floor (R112). Drop-in time is 12pm – 12.45pm (Monday to Friday).

Need to talk?

The chaplain is available for a chat. He provides a safe and confidential space for students. If you're passing his office why not call in and say hello?

How does the Chaplain support students?

The chaplain offers individual and group support to students who may be finding the transition to college challenging. Feel free to call in for a chat. Should you be aware of a student illness, bereavement or accident, please let him know.

Where do I go to find out about volunteering?

The chaplain provides information on opportunities to volunteer.

Is there a prayer room on campus?

The Space (B024) is a welcoming room which provides a quiet space for personal reflection. It is also used for small group mediation and personal development sessions and as needed for religious services.

Laptop Loan Scheme

Students can apply to borrow a laptop for the duration of their studies. Contact Daniel Caldwell, our chaplain, for more information.



Sport

What sports are on offer?

We specialise in adventure sports and our Surf Club has been acknowledged as the best in the country in recent years. Our Mountaineering club have their own indoor climbing wall and the Kayakers use the new swimming pool as well as the excellent rivers in the locality. Traditional competitive team sports are also popular on campus, with our Ladies Gaelic Footballers leading the way having won the All-Ireland League and Championship double last year, while we also offer opportunities for Judo, Yoga, Boxing, Chess, Archery, Badminton, Swimming, Recreational Soccer and Table Tennis among others.

Where can I get the necessary info on sports and Clubs and Societies?

Our Clubs and societies platform gmtsulife.ie is where you can find out all the info on clubs and societies. There is a full list of what's available and you can join up on Clubs and Societies Day. All the info on your chosen club/soc will be communicated directly to you through this platform. You will also find info here on fitness classes and initiatives that will be happening throughout the year.

Keep up to date with all the latest Clubs & Socs News, Activities and Events by following us on social media, find us on Twitter: @ATUMayoSports, Facebook: @ATUMayoSports, Instagram: @atumayosports #GetInvolved #GetInspired #lovemayocampus

What else do I need to know?

For any other queries you can call to the Sports Office, (beside the Students Union), where our Sports Officer Nigel Jennings will be delighted to help in anyway so you can establish the links necessary to get involved in Sports and Clubs & Societies and make your time in ATU Mayo a truly memorable one.

To get an even better feel for Clubs and Socs check out the following videos:

GMIT Mayo Campus Challenge 2017 – YouTube
<https://www.youtube.com/watch?v=li1AT-cltZA&t=104s>

GMIT Mayo Campus Challenge 2019 – YouTube
<https://www.youtube.com/watch?v=GTi2eP48Ykl>



Disability and Learning Support Service

The Disability and Learning Support Service provides a range of supports and services for students applying to ATU Galway-Mayo and attending full-time and part-time courses within the university. The service supports students with mental health difficulties, physical, sensory or specific learning difficulties such as dyslexia.

How do I register?

You can register at any time with the service by contacting the office at disabilitysupport.galwaymayo@atu.ie. You will be asked to forward on documentation of your disability from a relevant specialist or consultant.

What happens after I register?

After you register you will be contacted by your assigned Learning Support Tutor who will arrange a one-to-one meeting with you.

There you will discuss your needs and exam accommodations that you may be eligible for.

E: disabilitysupport.galwaymayo@atu.ie
P: 091 74 2392

Counselling Service

What sort of problems do students see the Counsellor about?

The Counsellor supports students with lots of different types of issues. They can include settling into third level, academic and exam issues, anxiety, depression, relationship and crisis situations. If you are struggling with any issues please call into the service for support. The service is here to help and support you.

How do I make an appointment with the Counselling Service?

You can call at the drop in time which is 11.15am to 12.00pm every day except Thursday or email the Counsellor, michelle. kerinsobrien@atu.ie or phone her on: 0949043127 to make an appointment. She can be found in room R111.

What if I just have a quick query for the Counsellor and don't have an appointment?

There is a drop in time every day between 11.15am to 12.00pm, except Thursday, for quick queries. You don't need an appointment, just call in.

What if I have an urgent issue and cannot wait for an appointment with the Counsellor?

For any urgent issue please contact the Counsellor immediately and she will organise an urgent appointment for you that day.



Useful Links

AHEAD

Association for Education
Access and Disability
East Hall, UCD,
Carysfort Avenue, Blackrock
Co. Dublin.
T: (01) 7164396
9am - 1pm, 2pm - 5pm
www.ahead.ie

Alcoholics Anonymous

Ozanam House
St. Augustine St, Galway.
T: (01) 8420700
Monday to Friday: 7:30pm - 10pm
Saturday: 11:30am - 2pm

APCOA Parking Ireland Ltd

11, Millbank Business Park,
Lucan, Co. Dublin
T: 01 6516900
www.apcoa.ie

AWARE

(Helping to Defeat Depression)
9, Upper Leeson Street, Dublin 2.
T: 1800 80 4848
(24 hour LoCall Helpline)
Monday to Thursday: 10am - 10pm
Thursday to Sunday: 10am - 1am
www.aware.ie

Bus Eireann

Galway Ceannt Station
Regional Head Office
T: (091) 562000
Westport - Passenger Enquiries
T: (098) 25711
Ballina - Passenger Enquiries
T: (096) 71800

Citizens Information Centre

(Information for All)
Cavendish House,
Link Road, Castlebar.
Locall: 0761 07 6040
Monday: 9.30am - 5pm
Tuesday to Thursday:
9.30am - 1pm & 2pm - 5pm
Friday: 9.30am - 1pm & 2pm - 4.30pm
www.citizensinformation.ie

Department of Social & Family Affairs

Michael Davitt House Compound,
Castlebar.
T: (094) 90 34280 / 34290
www.welfare.ie

Free Legal Advice Centres

85-86 Upper Dorset Street, Dublin 1.
T: (01) 874 5690
Monday to Friday: 9:00am - 5:30pm

Gardai

Castlebar Garda Station
The Mall, Castlebar.
T: (094) 90 38200

Gay Switchboard

105, Capel Street, Rotunda, Dublin 1
T: (01) 8721055
E: info@gayswitchboard.ie
Non-directive counselling, support
and information.

Iarnród Eireann

Castlebar
T: (094) 90 21222

Mayo General Hospital

Castlebar
T: (094) 90 21733 / 90 42000

Mayo MABS (South Mayo)

Unit 14 Nephin Halls
Hopkins Road, Castlebar, Co Mayo.
T: 0761 072670

Mindspace Mayo

Market Square, Castlebar, Co Mayo
T: 094 9067001
E: info@mindspacemayo.ie
www.mindspacemayo.ie
Mental Health Support Service for
young people aged 15-25

Mayo Rape Crisis Centre

Newtown, Castlebar, Co Mayo
T: (094) 9025657
Confidential telephone counselling service

Pieta House West

Bishop Street, Tuam, Co Galway
T: 093 25586
www.pieta.ie

St. Vincent De Paul Society

Pavilion Road, Castlebar
T: (094) 90 23207

Student Travel Information

www.usit.ie

SUSI

Student Universal Support Ireland

P.O. Box 869, Togher, Cork
Contact the SUSI Support Desk
Available Mon/Fri: 9am - 5.30pm
Available Saturdays: 10am - 1pm
E: support@susi.ie
T: 0761 08 7874
Facebook.com/susisupport

Taxis & Taxicabs

Castlebar Cab Taxi Service
(085) 2607520
Castlebar Taxis (087) 25 45404
Jonathan Taxi Castlebar
(087) 6678280
Lynx Taxi (094) 9034700
Michael Moran (094) 90 25736
Peter Gray (094) 90 23456

The Samaritans

14 Nuns Island, Galway.
T: (091) 561 222
Nationwide helpline: 116 123

Threshold National Housing Organisation

5, Prospect Hill, Galway
9.30am - 5pm
T: 1800 454 454
E: thresholdgalway@eircom.net

Union of Students in Ireland/ Aontas an Mac Léinn in Éirinn

14, Mount Street Upper, Dublin 2
T: (01) 7099300
F: (01) 7099302
Monday to Friday: 9am - 5.30pm
www.usi.ie

USIT

Travel Agent, 16 Mary St., Galway.
T: (091) 565177
Monday to Friday: 9.30am - 5.30pm
Saturday: 10am - 4pm



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