



# WELCOME TO ATU

2023/2024



Ollscoil  
Teicneolaíochta  
an Atlantaigh

Atlantic  
Technological  
University

[atu.ie](https://www.atu.ie)

# Hello!



Ba mhaith liom fáilte mór a chur romhaibh ar fad anseo go dtí Ollscoil Teichneolaíochta an Atlantaigh ... and to say a big THANK YOU for choosing to study in Atlantic Technological University!

It is my great pleasure to welcome you to one of our eight campuses.

We are one of the largest providers of third level education in Ireland with over 20,000 students, and you are now part of this success story for our future.

At ATU, students benefit from our very positive staff-student interactions and learn through small classes, hands-on practical work, mentoring, internships and opportunities to study abroad, and this ethos remains strong even as we have joined forces across the three former institutes of technology.

As you start the new academic year with us, I want you to remember some key pieces of advice: connect with each other and engage with your academic Department and School. A significant part of our examination and assessment involves continuous assessment and you can improve your chances of good results by ensuring you maintain a high attendance rate throughout the year. Most of all do engage with the campaigns and activities organised for you during the induction programme and throughout the year ([www.atu.ie/welcome](http://www.atu.ie/welcome)). Participate in Clubs and Societies where possible and follow your Students' Union on social media to keep up to date and stay connected.

Your third level journey can yield huge rewards for you after you graduate in a few short years from now. Work hard while you are with us, but make sure you also enjoy that journey.

Stay well, look after each other, and I hope to meet you along the way!

A handwritten signature in blue ink, which appears to read 'Orla Flynn'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**Dr Orla Flynn**

*President / Uachtarán*



# Registration



It is important to register as quickly as possible so that you can access online content and check updates from the University. Once you register, regularly check your ATU student email for any communications.

You need to register online, even if you are waiting for a grant. Check your email (the one you provided to the CAO) for details on how to register.

The email will be from

[onlinestudentreg.galwaymayo@atu.ie](mailto:onlinestudentreg.galwaymayo@atu.ie).



Alternatively, to register, scan the QR code or go to the Student Hub, <https://studenthub.atu.ie>, access the **Galway-Mayo** section and click on the link as an **Unregistered Student**.



## Student Hub

The Student Hub is where you will find the answers to all your queries throughout college. The site includes information on:

- IT Systems
- Timetables
- Student Services
- Health and Wellbeing supports
- Academic Supports
- Library
- Examinations
- Financial supports and Scholarships
- Academic Policies and Regulations
- And much more ...



After you register and get your login details, go to the Student Hub at <https://studenthub.atu.ie> or scan the QR code, and access the **Galway-Mayo** section.

## IT Information and Skills

To make the most of the IT resources available to you we recommend that you complete the short IT Skills course as soon as possible.



ATU Galway-Mayo students who are registered for the 2023/24 academic year are automatically enrolled on the course which can be accessed by logging into the Student Hub, by scanning the QR code, or by going directly to VLE Galway-Mayo, [vlegalwaymayo.atu.ie](https://vlegalwaymayo.atu.ie), where you will find it under **My Courses**.



For more information on IT and how to register go to <https://studenthub.atu.ie/img/First%20Login.mp4> or scan the QR code.

*Note: Your IT login details will have been sent to the email address you provided at registration.*



# Before You Arrive



## ONLINE INDUCTION MODULE

Complete online self-directed induction module!  
Details on how to access this are under the **Induction Programme** section below.

## Disability and Learning Supports

### Registering for supports

If you applied to DARE as part of your CAO application and your application was successful you do not need to do anything. We will be in contact with you to invite you to meet with a member of the Disability and Learning Support Service to register you for supports. However, do contact us via [disabilitysupport.galwaymayo@atu.ie](mailto:disabilitysupport.galwaymayo@atu.ie) if you have any questions; we will be happy to help.

If you did not come in through the DARE scheme but feel you may be eligible for supports please contact the Disability and Learning Support Administrator by emailing [disabilitysupport.galwaymayo@atu.ie](mailto:disabilitysupport.galwaymayo@atu.ie) for information on how to register with the service. You are advised to register early with the Disability and Learning Support Service in order to ensure you receive any supports you may be entitled to.

### Alternative Inductions

Any students with sensory difficulties, ASD, ADHD, and/or physical/mobility difficulties are eligible for alternative inductions. Contact the Disability and Learning Support Service on [disabilitysupport.galwaymayo@atu.ie](mailto:disabilitysupport.galwaymayo@atu.ie) for information. A member of the Disability and Learning Support Service will arrange to meet with you individually and show you around the campus so that you can find where your lectures will take place, where the Disability and Learning Support Service is located, where your Learning Support person's office is, where the different services are located (e.g. Students' Union, Students' Services, Health Unit), the library and the location of the café and canteen. Please contact the Disability and Learning Support Service for more information.

## Access and Participation Office

Students who have accessed ATU Galway-Mayo through the HEAR scheme and students who are in receipt of Access Scholarships and 1916 Bursaries will be contacted directly by the Access and Participation Office in relation to supports/inductions which are available to them. If you have any queries, you can email [ap.galwaymayo@atu.ie](mailto:ap.galwaymayo@atu.ie).

## Accommodation

You may need to arrange accommodation. If so, regularly check out the accommodation page on <https://www.gmit.ie/student-life/campus-locations-and-facilities/gmit-accommodation> as well as local papers and accommodation providers online.

## Public Transport

Public transport has improved both in frequency and routes provided. Visit [www.transportforireland.ie](http://www.transportforireland.ie) for routes, fares and timetables. The Galway campus is serviced by several bus routes:

- **401** Parkmore – Salthill (also stops at Galway City, Wellpark Rd campus)
- **402** Merlin Park – Seacrest
- **404** Oranmore – Newcastle
- **405** Ballybane – Ragoon
- **409** Eyre Square – Parkmore

Travel in the city is cheaper using a Student Leap Card. The leap card can be used on both Bus Eireann and City Direct routes in the City. You can purchase your card in person through our Student's Union or online at [www.leapcard.ie](http://www.leapcard.ie)

## Parking

If you are attending classes on the Galway or Mayo campuses you must have a parking permit. An electronic parking permit system is in place which assigns a virtual permit following an online application. Scan the QR code or visit

<https://www.gmit.ie/apply-for-parking-permit> to



apply. On the Galway campus, green parking areas are for students with permits. To avoid penalties, students should only park in these areas.



# Pre-Arrival Sessions

## HIGHER EDUCATION ACCESS ROUTE WEBINAR

MONDAY 11TH SEPTEMBER @ 12:30PM

Online



Information and question and answer webinar for students coming through the Higher Education Access Route (HEAR). Visit

<https://bit.ly/3IJzN3S> or scan the QR code to join.

## MATURE STUDENTS INFORMATION AND Q&A WEBINAR

MONDAY 11TH SEPTEMBER @ 5:30PM

Online



Information and question and answer webinar for mature students. Visit

<https://bit.ly/3AOQM2M> or scan the QR code to join.

For more information for mature students, visit <https://www.gmit.ie/study/apply-to-gmit/irisheu-students/mature-student>

## TRANSITION TO HIGHER EDUCATION WEBINAR

TUESDAY 12TH SEPTEMBER @ 7PM

Online



Visit <https://bit.ly/446vQ35> or scan the QR code to join.

Hosted by Catherine O'Connor, nationally recognised as a subject expert in the area of transition to higher education following the successful launch of the 'must have' guides for all parents and students *Preparing for third level - Cracking the College Code* and *Surviving Your First Year at University: A Student Toolkit*. For more information on Catherine, visit <https://www.catherineoconnor.ie/>

For more information for parents please visit <https://www.gmit.ie/parentsguardians>

## DISABILITY AND LEARNING SUPPORT SERVICES WEBINAR

Online



Information and question and answer webinar for students and parents on Tuesday 12th September @ 7pm. Scan the QR code to join.

## FAMILY DAYS

Students and families, welcome to your new campus! Join us in meeting your academic staff, student services, and student's union members. Information desks, campus tours and talks available.

### ATU DUBLIN ROAD CAMPUS

Wednesday, 13th  
September from  
4.00pm – 6.00pm



### ATU MOUNTBELLEW CAMPUS

Thursday, 14th  
September from  
5.00pm – 7.00pm



# Induction Programme

Induction begins  
Thursday 14th  
September

## #First5weeks

Welcome Programme

The student induction programme consists of 3 parts:

### 1. School/Department/Programme Induction



Please scan the QR code or go to <https://studenthub.atu.ie/galwaymayo-getgoing.html> and go to Step 7 to find your induction timetable. This part of induction will cover all the information relating to your course. Your induction will take place on **14TH AND 15TH September**.

If it is not clear from your induction timetable, please contact your School or Department using the contact details on the back page.

**NOTE: Your class timetable will start after your school induction. You will be given more details about your class timetable at your School/Department induction.**

### 2. Induction module

This is an online self-directed module which introduces you to the supports and services available to you as an ATU Galway-Mayo student. The online induction module will cover everything from the library, IT services, student services, the students' union, academic supports and much more. You will be automatically enrolled on the course. To complete the course, scan the QR code or go directly to



VLE Galway-Mayo, [vlegalwaymayo.atu.ie](http://vlegalwaymayo.atu.ie), where you will find it under My Courses.

There is very important material in the induction module so please ensure you view all this material. It will set you up well to succeed at college.

### 3. #First5weeks

#First5weeks is a programme of events run over the first 5 weeks of term to help you settle in. See #First5weeks section for more information. Make sure to get involved!



Details of the activities to be run each week are available by scanning the QR code or going to

<https://studenthub.atu.ie/galwaymayo-getgoing.html> and going to step 7.

The activities will be heavily promoted via email and social media so make sure to follow the **ATU Galway City Student Services** social media channels on Instagram, Twitter and Facebook, so you don't miss out on activities that are planned.

## Staying Connected

You are starting on a new phase of your life and the transition to third level is exciting but can also be an anxious time for some. ATU Galway-Mayo has spent considerable time planning your welcome programme and will continue to work hard to ensure you have an excellent #First5weeks. It's so important for you to start building connections so you have a support network during your time in college.

So, it is important you get involved, communicate with your fellow students, and keep in touch with your lecturers. Don't feel alone, reach out to us and talk to someone if you are struggling – one of the many staff, your PASS leader, your Class Rep or the Students' Union. We want you to feel welcome; feel that you are a part of the ATU community and that you are supported.



# FAQs and Contact Info

## Do first years go straight into classes?

No, first years attend a School/Department induction before they attend any classes. Induction days are Thursday 14th and Friday 15th September with classes due to start the week beginning Monday 18th September. You will be told at your School/Department induction when your class timetable will start.

## When will I get my class timetable?

You will normally get your class timetable at your School/Department induction. If you happen to get access to the class timetable before your School/Department induction please keep in mind that your class timetable will not start until after your School/Department induction. Please also keep in mind that your timetable is subject to change.

## Where can I find my School/Department induction timetable?



Scan the QR code or go to <https://studenthub.atu.ie/galwaymayo-getgoing.html> and go to Step 7 for more information.

## How long is the School/Department induction?

The length of each School/Department induction will vary but please give at least 2 hours or more. If you need more information on your School/Department induction, please email the relevant school using the contact details below.

## How do I access the library?



Please scan the QR code or visit <https://library.gmit.ie> for updated information on accessing the library.

## I am having problems registering online, who do I contact for help?

Please email [onlinestudentreg.galwaymayo@atu.ie](mailto:onlinestudentreg.galwaymayo@atu.ie) or call 091 742084.

## Can I register online now and pay my fees later?

Yes, students will have the option of a Pay Now or Pay Later button. If you choose the Pay Now option, you can pay your term balance and become fully registered. If you choose the Pay Later option, you can pay your fees at a later date.

## Can I pay my fees by instalment?



Yes, you can. To find out the fee instalment plans available, scan the QR code or login to <https://studenthub.atu.ie>, access the **Galway-Mayo** section, click on **Your Finance** and then **Register and**

**Pay**, from here you can find the **Fee Payment Options**.

## What IT resources and skills will I need to fully engage with my learning?

Some of your learning will involve using the Microsoft Office 365 applications (Word, Outlook, Teams) which can be installed for free by all registered ATU Galway-Mayo students on up to 5 personal devices. You will also need to use our Virtual Learning Environment (VLE), VLE Galway-Mayo, which will contain most of your course materials.

To help make the most of the IT resources available and prepare for your learning we recommend that you complete the short IT Skills course as soon as you are registered. When you register you are automatically enrolled on the course which can be accessed by






logging into the Student Hub <https://studenthub.atu.ie>, by scanning the QR code, or by going directly to VLE Galway-Mayo, [vlegalwaymayo.atu.ie](https://vlegalwaymayo.atu.ie), where you will find it under **My Courses**.



## Further Questions?

For School specific queries, such as queries in relation to your programme, School/Department induction or class timetable etc please email the relevant school using the details below.

- School of Business **business.galwaymayo@atu.ie**
- School of Science **science.galwaymayo@atu.ie**
- School of Engineering **engineering.galwaymayo@atu.ie**
- Galway International Hotel School **gihs.galwaymayo@atu.ie**
- School of Design and Creative Arts **sdca.galwaymayo@atu.ie**
- ATU Connemara **connemara.galwaymayo@atu.ie**
- ATU Mayo **mayooffice.galwaymayo@atu.ie**
- School of Health Science, Wellbeing and Society **hswsoffice.galwaymayo@atu.ie**
- ATU Mountbellew **mac@atu.ie**
- For any queries relating to general registration, requesting letters etc, please email **studentreg.galwaymayo@atu.ie**
- For queries relating to student IDs please email **studentIDs.galwaymayo@atu.ie**
- For queries or troubleshooting relating to online registration please email **onlinestudentreg.galwaymayo@atu.ie**
- For queries relating to fees applicable to you please email **studentfees.galwaymayo@atu.ie**
- For queries relating to the payment of your fees or instalment plans please email **feecollection.galwaymayo@atu.ie**
- For queries relating to student grants please email **studentgrants.galwaymayo@atu.ie**
- For queries in relation to admissions, such as deferring or interrupting your studies please email **admissions.galwaymayo@atu.ie**

	ATU Galway Student Services	ATU Mayo Student Services	ATU Galway Students' Union	ATU Mayo Students' Union	ATU Galway City	ATU Connemara
 Instagram	atugalwaycityss	@ATUMayoStudentServices	atusugalway	atusu__mayo	atugalwaycity	atuconnemara
 Facebook	ATUGalwayCityStudentServices	ATUMayoStudentServices	atusugalway	atusumayo	ATUGalwayCity	ATUConnemaraCampus
 Twitter	@atugalwaycityss		@ATUSUGalwayMayo	@ATUSUGalwayMayo	@ATU_GalwayCity	@ATU_Connemara



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