



**Application for transfer into the
Department of Nursing, Health Sciences & Social Care
at ATU Mayo Campus**

Please note that student transfer is only available in extenuating circumstances and is subject to you meeting the conditions outlined below. Transfer is also contingent on available places and the compatibility of programmes.

Please number all pages as they relate to the checklist and email *in one submission to* admissions.galwaymayo@atu.ie

1. Rationale / justification for the transfer request together with any supporting documentation.
2. Details and duration of all Placements undertaken to date, signed by Head of Department.
3. Details of your attendance record including time absent from either theoretical instruction or practice placement This should be verified and signed by Head of Department.
4. Confirmation of mandatory skills training undertaken to date Eg Safe Manual Handling, CPR, MAPA training.
5. Details of all continuous assessments and examinations undertaken including marks/grades achieved (Transcript of Results). This should be verified and signed by Head of Department.
6. Full curriculum detailing learning outcomes, course content and assessment methods of modules completed.
7. Two references one of which must be from your Head of Department.

Please send documentation to admissions.galwaymayo@atu.ie

NB Final adjudication on applications for transfer will be made in late September following the Autumn Exam Boards at which time applicants will be notified.