



Erasmus+

International Exchange: Outgoing Student Handbook

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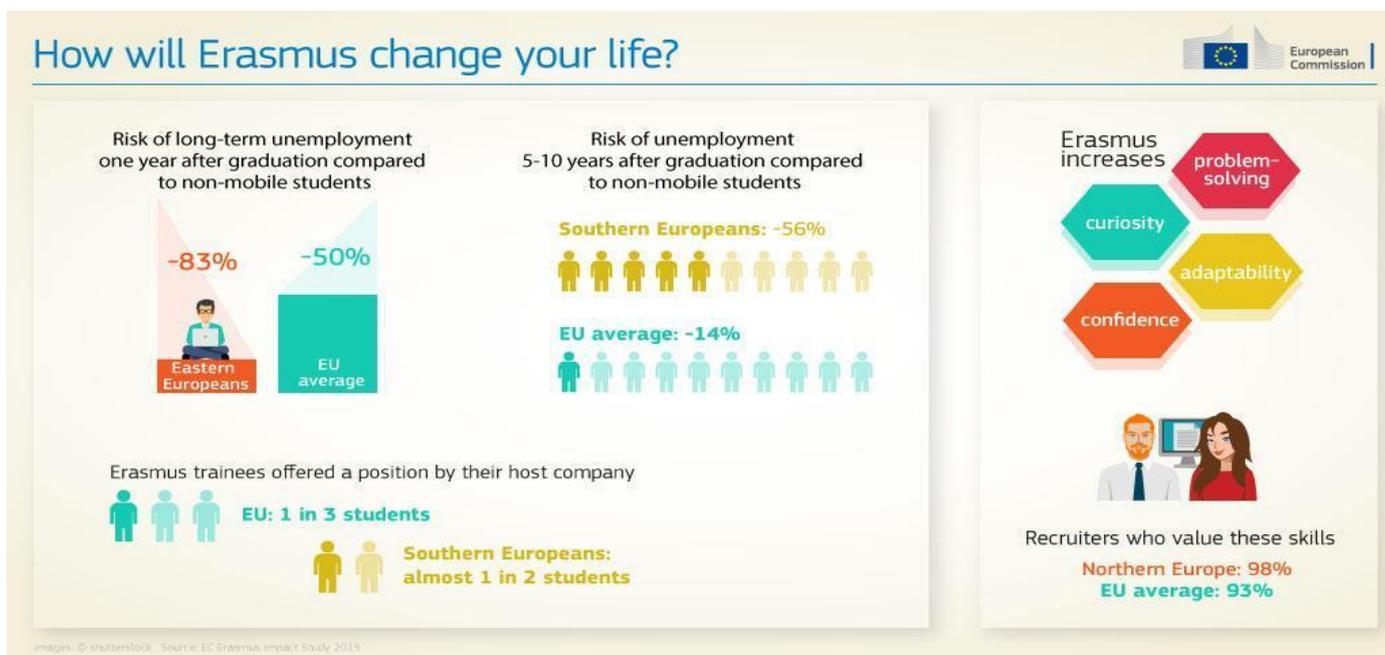
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Why study abroad?

Studying abroad as part of the DCU Erasmus/Exchange programme is the best way to learn about other countries, ideas, languages and cultures, and, is an important element in academic, personal, and professional development. As well as cultivating a range of “soft-skills”, there is a growing body of research confirming that students who have studied abroad out-perform their non-mobile peers in the classroom and the job market. Additionally, evidence suggests employers frequently choose job candidates with an international study experience over those who don’t.

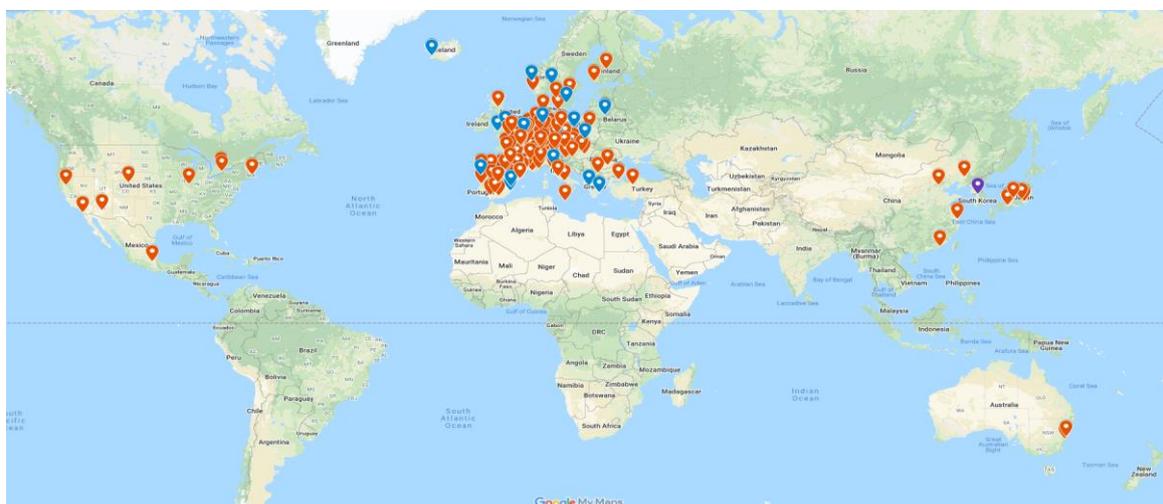


Overview of Study Abroad (Erasmus/Exchange) programmes in DCU

Depending on a student’s degree programme, studying abroad can be a mandatory or optional part of their studies.

A full list of programmes with exchange opportunities, and destinations, are available at:

<https://www.dcu.ie/international/partners.shtml#>. You can also see a map of DCU partners on [Google Maps](#).



Want to Learn More About Studying Abroad?

Attend the annual International Office Exchange / Erasmus Roadshow

This provides general information on the range of countries and partner universities where you can study.

Research host universities

The most current and up-to-date information is available on partner university websites. This includes information on application deadlines, accommodation, language classes, academic calendars, modules, as well social activities.

Contact your [DCU Academic Exchange Coordinator](#)

Each School or Program has a designated Academic Exchange Coordinator. This staff member is responsible for selecting the students who will participate, identifying the modules which you can take at the host university, etc. Your Academic Coordinator will be the first point of contact for any academic questions and queries regarding your period abroad.

DCU Erasmus/Exchange students and Erasmus/Exchange students at DCU

DCU students who have returned from an exchange period, and Erasmus/Exchange students currently studying at DCU will be able to provide many useful tips and insider information about your host institution. Your Academic Exchange Coordinator should be able to connect you with these students.

You should also consider contacting the ESN (Erasmus Student Network) - we've a branch here in DCU. ESN is run by students, for students, and is present in over 1000 institutions in 39 European countries. You can find more about ESN at: www.esn.org/.



February / March School and Faculty Meetings

These annual sessions provide specific details on your year abroad, including information on the administrative aspects of your period abroad, available financial supports and practical information on living abroad.

How to Apply for Studying Abroad?

Step 1 - Choose your host institution

- Universities that have partnership agreements with DCU can be found [here](#)
- Contact the [Academic Exchange Coordinator](#) for your program to identify which partner might be best suited to you and to request that you be nominated to go there.
- Research the student support services available at the proposed host institution and ensure that any support you rely on at DCU is available there.

Step 2 - Request nomination to your chosen institution

- Your Academic Exchange Coordinator sends list of nominated students to the International Office
- The International Office manages nominations to the host university.
- Nominated students will receive an invitation to attend a compulsory information session hosted by the International Office.

Step 3 - Apply to your chosen Institution

- The host university will send details directly to you on their application processes. These application processes and deadlines vary depending on the university.
- Submit the completed application to the host university, along with any required documents, before their deadline.

Step 4 - Complete the DCU International Office Application form

All nominated students must complete the DCU International Office Form. This form also serves as an Erasmus Grant application for students due to study at EU destinations.

IMPORTANT: You will need to provide details of your **Repatriation Travel Insurance** on this form.

Step 5 - Choose your modules and complete a pre-Mobility Learning Agreement (Table A and B)

Choosing your modules

- Module information should be available from all partner institutions well in advance.
- Discuss your choices with your Academic Exchange Co-Ordinator.
- In general students need 60 ECTS credits for a full year abroad, and 30 ECTS credits for one semester abroad

Filling out a Learning Agreement – Please watch this presentation for full instructions on how to complete your Learning Agreement [Explanatory Learning Agreement Presentation](#)

A Learning agreement is a legally binding document agreed to by you, your DCU academic coordinator and your host academic coordinator that confirms what you will study and the credits that you will be awarded. **For students with an Erasmus+ grant, the European Commission requires that you are in possession of a complete Learning Agreement prior to departure for your study period abroad.**

Students studying at an EU partner institution will be invited by email to register with the [Erasmus Online Learning Agreement \(OLA\) platform](#) and complete the Learning Agreement Online. You only have to set up your password to finish the registration.

1. In table A list the modules you would like to take at your host university.
2. In table B list the DCU modules you would take if you were to stay and study at DCU.
3. Fill in the contact details for your Academic Exchange Coordinator and your host university.
4. Once you sign the OLA, your Academic Exchange Coordinator receives an automatic notification via email to verify and sign the OLA. The OLA signing functionality works best on a touchscreen.
5. After they sign, your host university Academic Co-Ordinator receives a notification to sign it also.
6. When all three parties have signed you will receive notification that the document is ready. You can download and print the OLA at any time and it is always available on the OLA platform.

If your EU host university does not accept an on-line learning agreement

Register with the [Erasmus Online Learning Agreement \(OLA\) platform](#) and complete the Learning Agreement Online. You only have to set up your password to finish the registration.

1. In Table A list the modules you would like to take at your host university.
2. In Table B list the DCU modules you would take if you were to stay and study at DCU.
3. Fill in the contact details for your Academic Exchange Coordinator and your host university.
4. Once you sign the OLA, your Academic Exchange Coordinator receives an automatic notification via email to verify and sign the OLA.
5. After your Academic Exchange Coordinator signs, you must download a part-completed Learning Agreement as a PDF document and send to your host institution Academic Co-Ordinator
6. When all three parties have signed, scan a copy of the full document to: exchange@dcu.ie.

Student travelling to non-EU destinations

- Download the hard-copy learning agreement from [here](#).
- Fill in your personal details and the information relevant to your study period.
- In consultation with your Academic Exchange Coordinator complete the list of agreed modules.
- When signed by you and your Academic Exchange Coordinator, scan a copy to exchange@dcu.ie
- Bring the original document to your host for verification and signing by the host university Co-Ordinator

NOTE: All students need to complete Table A2 of their agreement after arrival at their host institution.

Step 6 – Sort out your Health and Repatriation Insurance

European Health Insurance Card

If you are an EU/EEA national travelling to the European Economic Area (EEA) or Switzerland, you are entitled to receive emergency medical care should you become ill or have an accident. To access this care, you need an EHIC that is valid for the duration of your stay. Detailed information can be found at: www.ehic.ie. EHIC only covers emergency medical care, so students are strongly advised to take out a private insurance policy while abroad.

Private Health Cover

If you are travelling abroad for your studies, it is highly recommended that you are covered by a comprehensive health insurance policy. Some partners require that students provide evidence of adequate health & travel insurance and may provide insurance packages tailored for exchange students. Ask about this at application stage and ensure that Repatriation cover is included.

If you are covered by your parents' healthcare plan you should confirm the actual level of cover you will have while abroad. Keep a record of the policy number and any emergency numbers you will need while abroad. Know what documents will be required if you need to make a claim.

Repatriation Insurance

The Higher Education Authority (HEA) insists that all students have Repatriation cover before travelling abroad. Your insurance details must be given to the International Office prior to departure. Check whether your health, travel or other insurance provides Repatriation cover. If not, please check with [providers](#), as suggested by DCU Finance Office.



Step 7 – See What Supports Are Available

Financial supports

Students going to a European destination will likely be eligible for an Erasmus+ grant. More information on this is available below in the “Financial Considerations” Section.

Students going to Non-EU countries must be self-funding, however, some non-EU countries and partner universities offer competitive scholarships.

Disability supports

Students who are registered with the [DCU Disability Service](#) should get in touch with this Office, to confirm if their current supports are provided at the host university.

The Erasmus programme may allocate additional funding to help support students with a registered disability who wish to take part in an ERASMUS+ exchange, and who might otherwise be prevented from doing so. Additional funding may also be available for students who are studying at non-EU destinations.

Student Support Services

The level and type of student support services provided at third level institutions worldwide can vary greatly. If you use or rely on specific services at DCU (e.g. Disability support, Counselling, Health Services, Academic Skills support etc.) check if this is also available at your host institution. If you have a designated contact within SS&D, you should speak to him/her directly about your pending year abroad and what supports you may require.

As a registered DCU student, you will still have access to all Student Support & Development services while studying abroad – but the level of support that can be offered remotely may be limited and not as effective as face-to-face.

Student Advisors are available in the Student Advice Centre and by email at student.support@dcu.ie.



Financial Considerations of Studying Abroad

Tuition fees

Students on Erasmus/Exchange pay the usual fees to DCU. Students are not required to pay tuition fees at the host university, although there may be an administrative fee for registration or student services charges. Please note, some universities charge Erasmus/Exchange students for language courses.

Cost of living

The average cost of living in most countries of the EU is fairly standard but will vary between and within countries. In some countries, such as France, you may be entitled to some forms of local financial assistance. Your host university will have details on how to apply for this.

N.B: Some countries require evidence that you can fund your study abroad period from your own means when applying for a visa. Students planning to study for the full academic year may be requested to submit bank statements (or similar documentation) which show evidence of the following amounts:

US – Approx. \$20,000 for the full academic year, \$10,000 for a semester

Japan – Approx. €10,000 for the full academic year

China – Approx. €8,000/ 60,000 CNY for the full academic year

Switzerland - Approx. currently 986CHF per month - €865/month

If you are a non-EU citizen registered at DCU it is likely you will need to apply for and pay for a visa to study at a host university.

Erasmus+ grants

Erasmus+ grants are awarded through the HEA on behalf of the European Commission. Students going on exchange to an EU country for a **minimum of three months** and a **maximum of twelve months** may be eligible for a grant.

The exact level of funding is determined by the country of study and is calculated on a daily rate. The HEA sets the [grant rate](#). To calculate your funding correctly, and to avoid over or underpayment, it is important that you provide the actual start and end of study dates.

Applying for an ERASMUS+ Grant

Once you have been nominated by your Academic Exchange Coordinator and if you are eligible for Erasmus+ funding, you will be invited to complete an application form to apply for an Erasmus+ Grant.

Receiving an ERASMUS+ Grant

- Register for your programme at DCU and pay relevant fees to DCU
- Check that the banking details on your Student Portal Page are correct



Erasmus+ Instalment Payment Schedule

- **Full Year** students receive **three** payment instalments:
 - First payment of €1,000 paid on receipt of the relevant documentation.
 - Second Payment 80% of the remaining funds based on the **revised estimate end date**.
 - Final payment (remaining funds) paid on receipt of the relevant documentation.

- **Semester 1** students receive **two** payment instalments:
 - First payment of €500 paid on receipt of the relevant documentation.
 - Final payment (remaining funds) paid on receipt of the relevant documentation.
- **Semester 2** students receive **two** payment instalments:
 - First payment of €500 paid on receipt of relevant documentation.
 - Final payment (remaining funds) be paid on receipt of the relevant documentation.

Local Authority Maintenance Grants

Students in receipt of a Higher Education Grant (SUSI) or a VEC Scholarship will continue to receive this while studying abroad. If the Erasmus/ study abroad is **not compulsory**, and you are in receipt of a maintenance grant, you will continue to receive the same rate of grant that was previously awarded. If the Erasmus /study abroad is **compulsory**, and you were previously in receipt of an adjacent rate of maintenance grant, you may be eligible for the higher, non- adjacent rate whilst abroad. SUSI may request confirmation that the exchange period is compulsory.

Before You Go

In June/July prior to your period of study abroad you may receive an official information pack or an information email from your host University. This information will be sent to your DCU e-mail account. The institution only sends one pack per student and it is the responsibility of the student to fill out all forms and return by the stipulated deadline dates.

If you require assistance, please contact your DCU Academic Exchange Coordinator and/or the International Office.

You should ensure that you have all of the information you need for your exchange as early as possible.

NOTE: Many international university offices close for the entire month of August so don't leave anything to last minute!

Complete a Grant Agreement (Erasmus grant recipients only)

The Grant Agreement is a legal document which confirms all the details of your grant and provides the terms and conditions of the grant funding.

- Students travelling to EU destinations will receive a Grant Agreement by email from the International Office.
- You must read the full terms, print the document, sign the last page and submit the Full Document to the International Office either in person or by POST.
- The original signed Grant Agreement must be submitted to the International Office before you leave the country or funding will not be provided. Scanned copies are not acceptable.
- Update your DCU student page to ensure the correct Bank Account details are listed. This is the bank account your grant will be paid into.

Register for [Online Language Support \(OLS\)](#) (EU destinations only)

Students studying through French, German or Spanish will receive an email inviting them to register for on-line language tutorials throughout their study period. You are required to take the assessment of your language ability at the beginning and end of your period abroad, though the tutorials are optional. The results of the language assessments do not affect your grades or credits but is designed to support you in your language learning throughout Erasmus+ exchange.

Read the [Erasmus+ Student Charter \(EU destinations only\)](#)

This details your rights and your obligations as an Erasmus+ student

Register at DCU

It is vital you register with DCU prior to your year/semester abroad, and pay the usual fee, otherwise your period abroad will not be recognised by DCU. Register by the DCU Registry deadline to avoid late registration charges. Results will be withheld if you fail to register. For any queries on this, please email registry@dcu.ie.

Letters confirming your student status:

If you need a letter confirming your student status in DCU, please contact registry@DCU.ie.

Download and setup the [SafeZone app](#)

In the event of a critical incident overseas, the SafeZone app allows the DCU Emergency Response Team to check in with all registered users, account for their whereabouts, and liaise with the relevant emergency services in the affected country.

Register with the Irish Embassy

Irish citizens travelling or living overseas are encouraged to register their contact details with the Department of Foreign Affairs and Trade. Registration ensures that you will be included in contingency planning in the event of a crisis or emergency situation. You can register online at: <https://www.dfa.ie/travel/citizens-registration/>.

Accommodation

Exchange students are required to find accommodation independently

Campus Accommodation

Some universities have on-campus accommodation for exchange students. If you need to complete application forms in advance and / or pay a deposit, do so as quickly as possible, as accommodation is often on a first come first served basis.

In some countries you may be entitled to some local financial assistance towards the cost of your rent. For example, in France you may be able to get a substantial rent rebate. Your host university will have details on how to apply.

Off-campus options

Research the private rental options at your destination before committing to student residences. Most cities are quite reasonable compared to Dublin. Most universities have an Accommodation/ International Office that can advise or assist you. DCU students who are currently studying at your host university and exchange students at DCU are also excellent sources of advice on accommodation.

Know when to get there

Arriving several days before the start of term can help you adjust to your new environment and get set up. You may need to book short-term accommodation if you arrive early.

NEW CITY, NEW HOME!



Pack Practically

Plan carefully and think ahead about useful items that you will need for living abroad.

- Know the local climate and typical weather extremes for your specific destination – the rainfall in Galicia might catch you out if you are expecting all of Spain to be hot and dry.
- Pack accordingly but sparingly – If you need bulky items (e.g. winter boots, extreme weather coats) consider getting them when you arrive.
- Remember your accommodation may not provide bed linen, crockery or cutlery

Medication

If you take prescription medication, inform your GP that you are going abroad and make sure that you have enough of what you need when you go. If necessary, arrange for it to be sent to you on a regular basis.

Other items often taken for granted

If studying outside the EU, you should get your phone unlocked so you can use a local SIM. Some brands of toiletries and personal products can be hard to find abroad, so make sure to take a few of your favourites.

Have your ID & travel documents in good order

****Erasmus+ Exchange Students****

Irish or EU citizens do not need a visa to travel, work or study within the EU/EEA. However, when travelling it is always advisable to have a passport, or passport card, that is valid for at least six months after the expected end of your trip.

While you may not need a visa to travel within the EU/EEA, check whether you may need to register as a resident in your host country. Some countries also require you to carry a form of national identification (passport) with you at all times.

****Non-EU Students and Non-EU Destinations****

In most cases, EU students going to countries outside the EU, and Non-EU citizens studying within the EU, must obtain a visa prior to departure. Please ensure that you commence your visa application process in good time.

Finances Abroad

If you receive a grant from SUSI or Erasmus it will be paid into the Irish bank account detailed on your student portal. Make sure your banking details are up to date

Transferring Money

Know what the cheapest way to transfer money is and what is the fastest.

- Many Irish bank accounts allow you to withdraw money from ATMs abroad. Check if your account allows this, and the associated costs, prior to departure.

- Notify your bank if you intend using your cards abroad to avoid having your cards blocked.
- Don't have cash sent to you in the post as the postal service will not guarantee its safe delivery.
- If you are transferring foreign currency, a great alternative to setting up a foreign bank account is setting up an account with online money transfer service like [Revolut](#).

Setting up a bank account

Setting up a bank account often requires you to make an appointment in advance. To set up an account, it is likely you will need a passport/passport card, visa (in non-EU countries, or if you are a non-EU national), confirmation of your address abroad and confirmation that you are a student at your host university.

Discounts

A [Student Discount Card \(ISIC card\)](#) may entitle you to discounts in local shops and [the I*ESN membership card](#) will entitle you to discounts with a broad range of local and international services.

Student Financial Assistance Fund

This SAF fund, managed by SS&D, is available to students who find themselves in financial difficulty while abroad. Further information on financial assistance is available online at https://www.dcu.ie/students/finance/assistance_fund.shtml.

When You Arrive

Register at Host University

You are required to register at DCU **and** at your host university. On-line registration for DCU is generally open from late August to early September.

The process of module registration will greatly vary from institution to institution. Make sure to talk to your Host Academic Coordinator about how registration works in your host university and what the deadlines are. It is your responsibility to register on time and for the right classes.

Certificate of Attendance - Start

This form confirms your arrival date and revises your anticipated departure date. These determine the level of Erasmus+ funding you will receive and is required before the first Erasmus+ Grant payment can be released.

What do you have to do?

- [Download the form](#) from the DCU website
- Complete the top section of the document and enter the date you started orientation or classes – whichever is the earlier. Your start date is **not** your arrival date.
- Arrange for your Host University to sign and stamp the document to confirm the date.
- Scan the document to the DCU International Office at exchange@dcu.ie.

Please allow sufficient time for the document to be signed and stamped – **it is your responsibility to ensure the DCU Exchange Office receives the document within 3 weeks of your start date.**

Learning Agreement – Table A2

When you arrive you **must** update your Learning Agreement by completing Table A2. Be prepared in case a module you chose earlier in the application process is no longer available. New modules may also be open.

Both your Academic Exchange Coordinator in DCU & at your host university need to approve changes. You must return this to exchange@dcu.ie to receive the first instalment of your grant, as follows:

For study abroad in an EU partner institution

- You must update your learning agreement in the EU portal when you arrive. This is required before the first Erasmus+ Grant payment can be released (details below).
- If you are NOT making changes to your module choices, confirm that there is no change.
- If you need to make changes to your module choices, please liaise closely with your Academic Exchange Coordinators **both at your host institution and at DCU** to ensure your choices meet your DCU course requirements. Please make all amendments as necessary on the portal and sign. The form will be routed to Academic Coordinators in both institutions for signing.

For Exchange in a non-EU partner institution

- If you are not making any changes to your module list on the Learning Agreement, please get this signed by the Tutor/Academic Coordinator allocated to you at the host university. This must be returned by to exchange@dcu.ie within 3 weeks of arriving.
- If you need to make changes to your module choices, please liaise closely with your Academic Exchange Coordinators at the host university **AND** DCU, to ensure your choices meet with your DCU course requirements. When agreed, please ensure you and the Academic Coordinator at the host university sign, then return to exchange@dcu.ie.

What to Do First

You have landed! No doubt there is a lot to learn and not everything is clear yet. Give yourself time to get used to your daily life in your host university and new city, but be proactive.

Familiarise yourself with your campus and locality

- Sign up for any orientation days (make the most of these)
- Make sure you understand the registration process and know what the deadlines are
- Work out which office will sign and stamp your Certificate of Attendance – start & end
- Keep an eye out for useful facilities nearby, e.g. ATMs, hospitals, banks, transport links, etc.

Take care of the Practicalities

- Open a bank account
- Register with a gym
- Get a local SIM card

You won't properly get into the swing of things for a while, but getting your bearings and knowing where essential services are located is a good start.

Academic Life

Lectures and classes

You may find that classes in your Host University are organized differently to those in DCU. Differences might include:

- the sizes of the classes
- the student-lecturer relationship
- the scoring system
- class attendance recorded and included in module grade

Students should also remember to keep up with any additional courses they may be signed up for, such as Erasmus+ OLS language courses or online DCU courses.

Examinations and assessment

Exams and how continuous assessments modules are marked may be different to what you are used to. Make sure you read the syllabus carefully and talk to your Co-Ordinator about how exams are assessed in the host university. Are they open or closed book? Is assessment by exam only, continuous assessment only, or a combination of both? What are the submission dates for assignments? Are dictionaries allowed in Exam Halls?

Dealing with Academic Problems and Feelings of Homesickness

If you start to feel overwhelmed, use the resources available to you at DCU and in your host university. DCU SS&D has a number of resources, such as counselling by phone, stress reduction [workshops and leaflets](#), as well as resources on the Develop Hub on [LOOP](#)

Visits by DCU staff

You may be visited by DCU academic staff during your year. You are obliged to be available to meet with DCU staff during these visits.



Getting Ready to Return

Transcript of Results

All our European partners participate in the ECTS system and will provide you with a transcript at the end of your stay. This transcript should clearly demonstrate the number of ECTS credits you have completed. Your Academic Exchange Coordinator at DCU will interpret your results from this transcript. If your School is satisfied that you have completed a satisfactory number of credits at an appropriate level, your result for the period will be entered as "pass" and you will progress to your final year.

Some institutions forward transcripts to DCU, others do not. Please ensure that you are clear about the procedure at your host institution before you return to Ireland. If you are required to get the Transcript of Results yourself collect an official signed & stamped copy from the host institution and return this by email to exchange@dcu.ie. If this is not provided to the International Office in time for the Programme Awards Board you will not advance to the next year of studies in DCU.

Please contact the International Office at exchange@dcu.ie if you require assistance.

Certificate of Attendance – End

This form confirms your actual departure date. As Erasmus grants are awarded for the number of days spent abroad the certified start and end dates determine the level of Erasmus+ funding you will receive. This is required before the final Erasmus+ Grant payment can be released.

What do you have to do?

- Use the original Certificate of Attendance Start form from the start of your exchange period.
- Enter the last date on which you are required to be on your host campus for classes or exams. Get the bottom section signed & stamped by your Host. **Please note, the signature and stamp must not be dated more than 3 working days before the completion date.**
- Return a scanned copy to exchange@dcu.ie

Allow sufficient time for the document to be signed and stamped as it is your responsibility to ensure the DCU Exchange Office has the document on time.

Final Report

The European Commission will email you directly inviting you to complete a Final Report online. This is also required before the last Erasmus+ Grant payment can be released (details below).

What do you have to do?

- Complete the Final Report online based on your end date.
- The last instalment of your Erasmus grant cannot be made until the Final Report has been submitted.

Grant Acknowledgement Form

This is a form to acknowledge that all of your Erasmus+ funding has been received.

What do you have to do?

You will receive a Grant Acknowledgement Form by email. Please sign it as acknowledgement of receipt of the full Erasmus+ funding and return the signed form to: exchange@dcu.ie

Practical Matters

Safety

You are advised to consider carefully your own personal safety while abroad. In particular, female students are advised to be aware that cultural differences can be misinterpreted in a foreign country, and should also be careful about being out alone at night. A personal alarm may be a good idea. This advice is not limited to females - all students should be aware of the occurrence of violence and theft.

Make sure you are aware of the laws and customs in your host country. For example, in certain countries excessive alcohol consumption can result in arrest and imprisonment. Make sure to educate yourself before leaving Ireland.

General Communication

Please note that DCU communicates with students via their DCU email address only. Your host university will also communicate primarily through e-mail. We advise that students set up their host email to forward incoming emails to their DCU account.

Year Abroad Address

Update your term address and contact telephone number on your student portal page. Any subsequent changes of address must also be notified immediately. DCU may have to communicate with you regarding your project, visits by academic staff during the year, or your grant or fee status.

Next of Kin

Please ensure that your next-of-kin is up to date on your Portal Page, in case we need to contact a family member in an emergency.

Administrative problems and obligations abroad

Overseas authorities may follow different or more rigid bureaucratic procedures which can be a great source of frustration. Go prepared with photocopies of all necessary documents (useful documents include your Passport, birth certificate, student ID, USIT card and driving licence) and a generous supply of passport-sized photographs.

Should you encounter any administrative problems while abroad, please contact the DCU International Office at exchange@dcu.ie or Student Support & Development at student.support@dcu.ie. Do not delay as the sooner we are aware of a problem the better our chances of dealing with it effectively.

You are a registered DCU student for the duration of your period abroad and as a representative of DCU you are obliged to abide by the University's Code of Conduct. You are also a registered student of your host institution and bound also by its rules and regulations.



Contacting DCU International Office

The International Office Mobility team contact details are as follows:

Ms Audrey Byrne, International Mobilities Officer

Ms Lucy O'Beirne, Exchange Administration

Ms Hazel Moloney, Mobility Administration

Postal Address:

International Office, Senior House, John Hand Library, All Hallows Campus
Dublin City University, Drumcondra, Dublin 9, Ireland.

Tel: +353-(0)1-700 8693/ 7427*

Email: exchange@dcu.ie

* Telephone extensions can be dialled directly using any internal telephone. External callers from within Ireland should dial (01) 700 or 884 + the 4-digit telephone extension. International callers should dial +353-1-700 or 884 + the 4-digit telephone extension