Incoming International Student Handbook

Contents

Welcome!

Welcome to Dublin City University! We are delighted you have chosen to study at DCU. We hope that you find your time here exciting, challenging & enriching and we look forward to getting to know you better over the coming weeks and months.

This handbook contains information important to your start at DCU. It is essential that you read the following pages carefully so that you are up to date with the latest information on academic, immigration, financial matters, health & safety; as well as the various supports available to you at DCU. We have also included some helpful advice and information such as; local transport and working in Ireland.

The International Office works very closely with colleagues in Student Support and Development, Registry and Schools & Faculties to ensure that international students are supported throughout their journey at DCU.

Wishing you every success over the coming months!

The International Office Team

Arriving to Dublin and DCU

DCU is located near Dublin Airport on the north side of the city and is approx. 5km from Dublin city centre. At present, there are no direct bus connections to DCU from the Airport.

Please play close attention to the most recent advice from the Irish government on travel. You will be required to complete an online Passenger Locator Form prior to landing in Ireland.

In addition, **non-EU/EEA citizens** will be required to complete a landing card at the port of arrival. You may also be asked to produce the following documents, so make sure they are easily accessible:

- Valid passport
- Visa (if applicable)
- Evidence of health insurance
- DCU offer letter

EU/EEA citizens may be asked for the following documents on arrival in Ireland:

- Valid passport/national identity card
- European Health Insurance Card
- Confirmation of your place at DCU
- Proof of sufficient financial resources

Taxis from Dublin Airport to DCU

A taxi from the Airport to DCU costs approximately €35.

Ferry Terminals

Dublin has two ferry terminals, located in the north of the city in North Wall and in the south of the city in Dun Laoghaire. North Wall terminal is closest to DCU.

Buses to DCU

There is no direct bus link from Dublin airport to DCU. For more information on buses that service near DCU can be found at Getting to DCU.

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Immigration Regulations

Consult the Irish Immigration Service for immigration regulations

Health Insurance

Details on health insurance are available on the International Office website.

Accommodation

DCU Campus Residences has limited rooms. As a room on-campus is not guaranteed, we strongly advise you to also explore off-campus accommodation options early in order to ensure a place to stay for the duration of your course.

Planning your Academic Year

Selecting Modules (Exchange and Study Abroad ONLY)
The modules you can select depend on the Stream to which you have been admitted:

- HMSAX/BSSAX/IESAX/ECSAX/SHSAX - Exchange/Erasmus Streams
- HMSAO/BSSAO/IESAO/ECSAO/SHSAO - Study Abroad Streams

Please make sure to follow the instructions with regards to which modules you can take and what semester the modules are available in. Remember, **you may register for no more than 30 credits in each semester**. **These lists remain provisional until registration is complete**.

Although we do everything to ensure the availability of your chosen modules, in some cases the level of interest may not be high enough for the module to run, or, interest may be so high that places are not available for all students who apply.

Academic Calendar
The full academic calendar for DCU can be accessed here.

Information for the On-Line Learning Agreement (Erasmus+ Only)
All information needed for filling in the OLA can be found on our DCU Erasmus Fact Sheet.

Registration
You will be pre-registered for some/all modules selected on your application by the International Office staff. There will be a two-week change of mind period after orientation if you need to revise your module selection.

Orientation Programme
The latest Orientation schedule is available now.

DCU Email Account
Once registered, all official DCU communications will go to your DCU email account. Please remember to check it regularly.

Certificate of Attendance (Erasmus+ Only)
As part of the Erasmus programme, your home institution will provide you with a Certificate of Attendance. DCU International Office will sign and stamp your certificate. Your official start date will be the first day of Orientation and your last date will be the last date the semester or the academic year according to the DCU Academic Calendar.

Student Portal Pages
DCU Loop contains your academic information such as registered modules, exam timetables, exam results, etc. You are required to check your portal page regularly during the academic year. If personal info is incorrect, inform registry@dcu.ie. For technical difficulties, contact iss@dcu.ie.

DCU Transcript of Records
DCU official transcripts will be provided online on your portal page via Digitary. Digital transcripts are verified and authenticated by DCU Registry. Students can share transcripts with their home institution.

Points of Contact
Any academic queries regarding your programme or modules, the first point of contact is your lecturer or academic co-ordinator.

If the issue is administrative or you need some practical advice, inform the relevant International Office contact at:
- **Study Abroad Students:** contact the Study Abroad Team at study.abroad@dcu.ie.
- **Exchange/Erasmus students:** contact the Mobility Team at exchange@dcu.ie.

Location of DCU Campuses
DCU is a multi-campus university and during your time here you should acquaint yourself with all three DCU Campuses—DCU Glasnevin, DCU St Patrick's and DCU All Hallows.
All campuses are excellently served by a regular Dublin Bus service and can be easily walked/cycled. More information on the campuses can be viewed here Campus Map

Working in Ireland
Information on working in Ireland is provided by the Irish Council for International Students (ICOS).

Travel within Dublin and Ireland

Useful apps

The TFI Go app allows you to buy tickets for public transport services in Ireland directly from your phone.

The TFI RealTime app allows you to see up to date information so you can tell when your bus/Luas/ train will be at a stop or station, plan your journey and see the full route of a particular service.

Walking & Cycling
Dublin is a relatively small city and is very walkable. If you are planning to buy a bike invest in a good lock. As stations for bikes are concentrated in the city centre, stationless sharing schemes, like Dublin Bikes, can be a better option for travel to and between the DCU campuses.

Public Transport Rates for Students
Students can avail of a reduced rate for travel on trains and buses once in possession of a Student LEAP Card. These cards can be obtained at the DCUSU in the U Building.

Dublin Bus
Dublin Bus operates a network of services across Dublin City and County. For details of services to DCU click Bus Service.

Train
Drumcondra Train Station is currently the closest train station to the DCU campuses. For timetables, visit www.irishrail.ie.

LUAS (Light Rail Train System)
Dublin's Luas system does not service DCU, but further details can be found at http://www.luas.ie.

Bus Eireann (Irish Bus)
The central bus station in Dublin is located at *Busáras*, located in the City Centre. Bus Eireann
timetables are available at http://www.buseireann.ie/.

Private Bus Companies
A range of private operators also provide bus services in Ireland. These are frequently cheaper or
offer more direct services than either Dublin Bus or Bus Eireann.

Car hire
Car sharing in Dublin is available through GoCar. For longer trips it may be more cost effective to hire
from one the car rental firms in the city. You will need a full EU or International driver's licence to
rent a car. If you are planning to drive in Ireland it is advisable that you purchase a copy of 'Rules of
the Road' and remember that we drive on the left.

General Information on Ireland

Cost of Living
The cost of living depends on individual choices and spending on travel and social life can vary
widely from student to student. Estimates on the annual cost of living in Ireland can be found on
SS&D Financial Survival Guide. You can also consult the Irish Council for International Students guide
on cost of living.

Useful Links
It's Your Money is a practical website for helping students budget for the academic year.

Banking and Currency
The unit of currency used in Ireland is the euro (€). One euro is made up of one hundred cents.
Banks are generally open Monday to Friday from 10am-4pm. It can take up to two weeks for the
international transfer of money through the banking system.

Students staying for two semesters or more must open an Irish bank account. You are advised to
open a bank account within your first two weeks in Ireland as it is required for some immigration
processes. Rent may also be requested via a direct debit from an Irish bank account.

Setting up a Bank Account in Ireland
To open a bank account with the oncampus bank branch, you must request an 'International Student
Confirmation Letter' using the online letter request service. You will also require:
● 	 Photo ID (Passport, National ID card)
● 	 DCU Student Card
● 	 Bank letter from DCU (this can be used as 'proof of address')
If you choose another retail bank in Ireland, confirm what documentation they need to open your
account. Other banks include: Allied Irish Bank (AIB) and Ulster Bank.

Electricity
The Irish electrical current is 220 volts. The most commonly used plugs are 3-pin flat. Voltage
convertors are available from most electrical stores.

Emergency Services
Whilst in Ireland, dial 999 or 112 for the emergency services. You will be asked which service you
want – 'Garda' (police), ambulance or fire brigade – and the area in which the incident has occurred.

We also advise that students download **SafeZone**. This is a DCU Campus Safety App that offers aid in emergency or high risk situations or if First Aid is needed

Weather
Ireland has a temperate climate with summer temperatures ranging from 16 – 24 degrees. In winter the temperature rarely drops below freezing point, but y**ou should pack a waterproof coat and clothes.** The following link provides further information
https://www.met.ie/climate/available-data/monthly-data

Before You Leave Home

- Have all your documents saved and in hard copy. Please remember to have the following with you on arrival in Ireland

  o   A valid passport
  o   A student visa (if necessary)
  o   A driver's license if you wish to hire a car
  o   Some other form of identification
  o   EHIC card or other Health insurance documents
  o   Your Offer letter from DCU

- Make sure you have made appropriate accommodation arrangements
- Know how to get from your point of arrival to your accommodation and to DCU
- Respond to the Airport Pickup and Orientation Events Registration Form
- Make sure you have an adequate supply of any medication you need
- Unlock your phone so you can get a local SIM card
- Bring an adaptor so you can charge your phone and laptop

Useful Links

Public Holidays in Ireland - Public Holidays in Ireland

Bord Fáilte (Tourism Board) - www.ireland.ie

Irish Council for International Students (ICOS) - www.icosirl.ie

The Irish Immigration Service formerly INIS & Visa - www.irishimmigration.ie

Dublin Tourism Centre - www.visitdublin.com