

We're here for you...



Nurse: Colette Delahunty
Telephone: 091-742228
Email: colette.delahunty@gmit.ie

Counsellor: Pauline Clancy
Telephone: 091-742563
Email: pauline.clancy@gmit.ie

Secretary: Anita Mahony
Telephone: 091-742392
Email: anita.mahony@gmit.ie

Learning Support Tutor:
 Mary Conway
Telephone: 091-742497
Email: mary.conway@gmit.ie

Nurse: Gemma McDonagh
Telephone: 091-742228
Email: gemma.mcdonagh@gmit.ie

Access Co-ordinator:
 Ann Owen Jones
Telephone: 091-742564
Email: ann.owen-jones@gmit.ie

Access & Disability Officer:
 Deirdre O'Connor
Telephone: 091-742129
Email: accessoffice@gmit.ie

Student Services Officer:
 Monica Megraw
Telephone: 091-742157
Email: monica.megraw@gmit.ie

Nurse: Gemma Broderick
Telephone: 091-742228
Email: gemma.broderick@gmit.ie

Learning Support Tutor:
 Jenny Gill
Telephone: 091-742543
Email: jenny.gill@gmit.ie

Careers Officer: Bridie Killoran
Telephone: 091-742778
Email: bridie.killoran@gmit.ie

Counsellor: Pauline Staunton
Telephone: 091-742301
Email: pauline.staunton@gmit.ie

Access Office Secretary:
 Peigin Ní Cheidigh
Telephone: 091-742182
Email: peigin.nicheidigh@gmit.ie

Secretary : Nora Walsh
Telephone: 091-742118
Email: nora.walsh@gmit.ie

To make an appointment
 with any of the services email:
studentservices@gmit.ie



Follow us on Facebook at Student Services, GMIT
 or check out our website for further information,
<http://www.gmit.ie/Life-at-GMIT/student-services/>

Student Services

www.gmit.ie

ACCESS OFFICE

The Access Office provides a range of supports and services for students applying to GMIT and attending full-time and part-time courses within the Institute. It facilitates equality of access and participation for all students.

Access & Disability Officer: Deirdre O'Connor
Telephone: 091 742129
Email: accessoffice@gmit.ie

Access Co-ordinator: Ann Owen-Jones
Telephone: 091 – 742564
Email: ann.owen-jones@gmit.ie

Access Office Secretary: Peigin Ní Chéidigh
Telephone: 091-742182
Email: peigin.nicheidigh@gmit.ie
Contact the Access Office Secretary to make appointments for the Access Officer.

Students with Disabilities

The Office supports students with physical, sensory or specific learning difficulties such as dyslexia. Students with disabilities should contact the Access Office in advance of commencing their course or as early as possible in the academic year so that supports can be put in place.

The following supports are available:

- Alternative Induction
- Application for the fund for students with disabilities
- One-to-One Learning Support
- Accessible Class Location
- One-to-One Academic Support
- Examination Support & Examination Accommodations
- Note Takers
- Alternative print format
- Assistive Technology
- Assistive Technology Training
- Loop system
- Personal Assistants
- Interpretation Services
- Photocopying Service

It is vital that students requiring any service register with the Access Office.

The Access office approves readers, scribes, use of IT, extra time etc for end of semester examinations.

Mature Students Access Support

The Access Office provides supports for mature student in the following areas:

- Assistance with the Application Process (CAO)
- Information & Advice on Sources of Funding
- Study Skills Workshops & Courses covering: Effective Study Techniques; Effective Note-Taking; Essay Writing; Examination Techniques and Maths.

STUDENT HEALTH UNIT

Location: The Student Health Unit is located close to the Student Union, Banks, Counsellor & Chaplain.

Telephone: 091-742118 to make appointments or 091-742228 to speak directly to a nurse

Hours: The Nurse is available from 9am to 6pm Monday - Thursday and 9am to 5pm Friday. The Doctor is only on campus in the mornings with appointments available between 9am to 12.40pm.

The Student Health Unit consists of a team of Doctors & Nurses providing health care for the bodies and minds of GMIT students through the college year. However, this service does not replace that of the students' GP.

Students who have special medical needs are encouraged to register with the Student Health Unit staff and provide details of their condition/medications etc at the beginning of the academic year.

CAREERS SERVICE

The Careers Service is available to all students and recent graduates of GMIT. We aim to support students and graduates in developing and implementing successful careers plans, and to facilitate the recruitment process for students and employers.

Careers Officer: Bridie Killoran
Location: Room 1009, 1st Floor New Library
Telephone: 091 - 742778
Email: bridie.killoran@gmit.ie
Careers Office Drop-In Times: 12pm to 1.00pm Monday to Friday

We can assist you with the following:

- Career Counselling - to assist you to know and evaluate the many possibilities available.
- Psychometric Testing- Access to computer assistance guidance systems and aptitude tests
- Job Vacancy Information- Email: careers@gmit.ie with your name and course
- Book a career workshop for your class- Email: bridie.killoran@gmit.ie
- Further study opportunities and transferring to other colleges both within Ireland and abroad.
- Employment - job seeking strategies / employer information / job news / interview skills.
- Postgraduate opportunities
- Working and travelling abroad.

Look out for:

- Careers Information Area - located in 1st floor Main Library. Here students and graduates can access information themselves (both take-away and reference material) occupation files/employer files/job search material/college prospectuses/reference books.
- Careers Service Newsletter - produced weekly and on careers page of GMIT Email: careers@gmit.ie with your name and course if you want to be included on our careers database & emailed relevant jobs each week.
- Careers Fair - Tuesday 11th October
- Careers Week - Monday 3rd October to Friday 7th October
- Employer Presentations on Campus
- Jobs Notice Boards
- Careers Talks / Workshops

How to contact us

For Appointments, call in person to the Student Services Office or phone: 742392 or Email: studentservices@gmit.ie

If you have concerns about your course or your career plan, and you feel that career advice could benefit you, do come along and talk to the Careers Advisor.

Routine Doctor's visits are by appointment only, made through the Student Services office. Additionally, a triage system is in operation for students who are acutely unwell on the day. In these circumstances, students should go directly to the triage room, as early as possible, to be assessed by a Nurse, & if necessary, seen by the Doctor.

The following are some of the services available at the Health Unit:

General Health: Feeling unwell, accidents, asthma, acne, etc

Mental Health: Anxiety, coping with coursework or college life, mood or food issues etc

Contraception: Regular & emergency contraceptive advice.

THE STUDENT HEALTH SERVICE IS CONFIDENTIAL & FREE FOR STUDENTS

COUNSELLING

Opening Hours: 9.00am - 5.00pm Monday - Friday
Drop in times: 11.00am - 12.00pm and 1.00pm - 2.00pm
All other times by appointment through Student Services Secretaries.
Tel: 091 742118 **Email:** studentservices@gmit.ie
Counsellors are available one day per week in Cluain Mhuire and Letterfrack campuses.

Counsellor: Pauline Staunton	Counsellor: Pauline Clancy
Tel: 091-742301	Tel: 091-742563
Email: pauline.staunton@gmit.ie	Email: pauline.clancy@gmit.ie
Location: Beside the Medical Unit and Student Union	Location: Room 160A opposite Student Services Office

Why talk to a counsellor?

All of us at times can feel overwhelmed or stuck. While its good to talk with family and friends, sometimes it can be useful to talk with an objective outsider who will listen and can help clarify things. This can help to get us back in control of our life.

What issues would students talk about with a counsellor?

You can consult the counsellor about any issue, big or small, that is a source of worry or confusion to them.

Concerns are very varied and may include:

Academic concerns:
course difficulties, study skills motivation, exam stress

Personal concerns:
stress, depression, self-esteem, anxiety, addiction, family issues, relationships, loneliness, shyness, sexual issues, pregnancy

Welfare concerns:
financial issues, child care issues

How long does it take?

It depends on the individual. The counsellor can provide a once off session, short term counselling or longer term therapy.

Never feel that you are helpless and on your own in college.

COUNSELLING IS FREE AND CONFIDENTIAL

For more information: www.gmit.ie/Life-at-GMIT/counselling/



www.gmit.ie

CHAPLAINCY

Location: The Chaplaincy is located close to the Student Union, Student Health Unit and Banks.

Telephone: 091-742226

Email: chaplain@gmit.ie

Hours: 9.00am - 5.00pm Monday - Friday
or by appointment with Student Services Secretaries.

Chaplain:

- Invites students and staff to liturgical celebrations, opportunities for spiritual nourishment and expression.
- Responds to, intervenes and is present at times of trauma, crisis, illness and bereavement.
- Offers a pastoral counselling bridge to, and support for professional counselling.
- Provides Community Building Projects including:
 - Opportunity to Volunteer in the wider Community.
 - Opportunities to be involved in different aspects of college life
- The Chaplaincy is representative of all Faiths and will help students of all Faiths to make contact with their Spiritual leaders.
- The Chaplain visits the Cluain Mhuire campus on a weekly basis

Other Churches

Church of Ireland: 091-521914

Islam: Imam Khalid Sallabi 091-751621 **Methodist:** 091-591494

STUDENT SERVICES ADMINISTRATION

The Student Services administration staff provides a variety of services to students. Appointments for the Student Health Unit, Counsellors, Careers Advisor and Chaplain are made through the Student Services Secretaries, Nora Walsh & Anita Mahony.

Student Support Fund

The Student Support Fund and the Student Assistance Fund are also administered in the Student Services Office. These funds are designed to tackle disadvantage by providing limited financial support or loans to students to assist them to complete their studies. Students applying for partial fee waivers must apply through the Student Support Fund. Application forms & guidelines for both funds are available from the Student Services Office.

The office is located in Room 128 on the ground floor of the old building. Yellow footsteps on the floor lead to the yellow door of the Student Services Office. Opening hours for the Student Services office are: 9am - 5pm inclusive, Monday - Friday. For appointments/information/funding forms, call in person to the office, phone 091-742118 or e-mail studentservices@gmit.ie.

Student Services are also on Facebook so become a fan of GMIT Student Services to receive regular updates from all the service providers including careers information & job specs, special events, availability of funding, etc.