

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

We are delighted that you are considering transferring your Social Care studies to GMIT.

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 below**

**Documentation required to complete application, please send all 10 elements below in one submission.**

1.  Completed Online Application  
[www.gmit.ie](http://www.gmit.ie) – Study at GMIT – Apply to GMIT – Direct Applications – this link to apply – External Direct Applications
2.  Rationale / justification for the transfer request together with any supporting documentation.
3.  Details and duration of all Placements undertaken to date, signed by Head of Department.
4.  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.
5.  Confirmation of mandatory skills training undertaken to date i.e. Safe Manual Handling, MAPA training.
6.  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.
7.  Full curriculum detailing learning outcomes, course content and assessment methods of modules completed.
8.  Letter of release from current college signed by Head of Department.
9.  Two references one of which must be from your Head of Department.
10.  Completed Garda Clearance Form

**All documentation must be sent to: Admissions Office, GMIT, Dublin Road, Galway.**

**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.**

Office use Only :  
 Applicants Name:

Student Id No:

Essential information	Date Received	Date Reviewed	Application put forward for Assessment		Assessed by	Decision Code
			YES	NO		
Online Application						
9 Elements submitted						