



Waterford Institute of Technology  
INSTITIÚID TEICNEOLAÍOCHTA PHORT LAIRGE

# Erasmus+

# &

# International Exchange

# Student Handbook



Academic Year 2019-20



Waterford Institute of Technology  
INSTITIÚID TEICNEOLAÍOCHTA PHORT LAIRGE

Erasmus+ and International Exchange Information Booklet

# Welcome from the International Education Manager

Dear Student,

I wish to extend a warm welcome to you as you embark on your Student Exchange Programme here at WIT.

We understand many of you will be travelling a significant distance from home and we hope this experience will leave you feeling fulfilled both academically and socially as well as giving you a unique insight into Irish life and culture. We have a diverse student population here at WIT with students coming from over 60 different nations. In addition to students from Europe, we welcome students from the United States and Canada, Australia, South America, Africa, the Middle East and the Far East.

To enable you to settle into student life here at WIT we have designed this handbook which profiles Ireland and the city of Waterford as an attractive destination for study abroad as well as providing an insight into WIT and the student facilities available here.

Ireland is a modern and dynamic English speaking nation within the European Union that has a long history and a strong sense of its own culture. Waterford is Ireland's oldest city! It is the commercial capital of the South-East region.

WIT is one of the largest and most academically reputed state colleges in Ireland. Founded over 40 years ago, it has constantly evolved to cater to the educational needs of our region and further afield. WIT and its staff members are committed to both the academic and personal development of all its students, thereby ensuring that your choice of college is a worthwhile investment in your future.

Please read this handbook carefully. We welcome your interest in WIT, and will be glad to answer any query that might help.

As we say in Irish, "Go n'éirí an bóthar libh!". Literally, this means "May the road rise to meet you", and it's a way of wishing you good luck.



Ms Sinead Day  
International Affairs Manager

## A reputation to deliver

Waterford Institute of Technology has been educating high achievers for more than 40 years and has a long tradition of leadership in education. WIT is Ireland's leading research-informed institute of technology with a global reputation for innovation and research excellence. The Institute has been focused on creativity and research innovation as a driver of the knowledge society for over 20 years and plays a key role in Ireland's social, cultural and economic development. We are constantly pushing the boundaries in response to the needs of our students, society and the economy.

Our extensive range of academic courses covers Humanities, Health Sciences and Nursing, Science and Informatics, Engineering and Architecture, Business and Education. WIT now confers its own awards at all levels from Higher Certificate to PhD. We will encourage the holistic development of our learners while at the same time ensuring that graduates leave the Institute 'work ready'. Our learner experience will help and inspire our students to reach their full potential both at college and beyond.



## The future is bright

Studying at WIT is not just about getting you a job. It's about getting you the best job possible, starting you on the road to a rewarding and enjoyable career. We've been doing that for years now, so much so that the *Sunday Times* University League Table ranked us number 1 for graduate employment.

## A friendly place to study

Providing a caring and supportive learning environment for its students is central to WIT's ethos. The range and quality of student support services is excellent. WIT truly is a community, where staff and students alike know each other's names and say hello in the hallways. Campus life is friendly, relaxed (well, perhaps not around exam time) and social with small classroom teaching helping students to learn quicker, integrate faster. Our students tell us that they love WIT and love Waterford. It's a lively, fun, challenging and safe place to study and to live.

## A sporting life

If sport is your thing (at any level or perhaps you are a keen follower) WIT is most certainly the place for you. The college is renowned for its sporting prowess, most notably on the hurling pitch, but also across a broad range of activities, sports and clubs to suit just about every whim and fancy.



## A modern campus

Providing the best education in progressive and innovative facilities is a key aim at WIT and the Institute has invested heavily in its facilities for students over the last number of years. The Institute has a multi-campus structure with five sites clustered within a three kilometre radius of the main campus:

- Main Campus on the Cork Road
- Applied Technology Campus (in the industrial estate off Brown's Road)
- College Street Campus
- Carriganore Campus
- Waterford Treasures Building (Architecture dept.)



Recent developments include the state-of-the-art Tourism & Leisure Building, Library Luke Wadding, Walton ICT Building, Student Restaurant & Gallery, Nursing & Health Sciences Building, St Dominic's Complex, ArcLabs Research & Innovation Centre, Irish National Biodiversity Records Centre and WIT Corporate Headquarters and the 150-acre Carriganore Campus including academic, residential, sports and catering facilities is well underway. Other projects in the pipeline include the Architectural Studies Building, Engineering & Science Building, Business & Enterprise Building and Student Services Building.

## **WIT's Mission**

### **Engage, Learn, Challenge, Innovate**

In a vibrant environment for creative teaching and research, we educate and inspire a lifelong passion for learning, exploration and discovery that will ensure leadership with a global outlook and real world innovative designs for sustainable economic, social, cultural and personal development.

We embrace access and equality of opportunity and vertical progression so that our learners are empowered to succeed as citizens in a challenging world. We blend theoretical with applied enquiry, scholarly, professional and vocational pursuits with scientific and creative expression.

We serve to improve our region, our country and our world by being at the heart of a co-operative teaching and research eco-system, which includes other higher education and further education institutions, schools, regional communities, government and non-governmental agencies.

We actively nurture continuous enhancement of our relationships to progress excellence in a globally-benchmarked higher education and knowledge.



## Office for International Relations at WIT

The Office for International Relations co-ordinates the admission, administration and support for International students and Exchange Students. We recruit students from China, India, Thailand, Malaysia, Japan, Korea, Africa, USA, South America, Europe and many more countries worldwide. We have over 80 partnership agreements worldwide and welcome almost 200 exchange students to WIT each year.

We provide information to all our International students relating to Immigration, visa queries, subject registration etc.

The Office for International Relations is also responsible for:

- Erasmus+ exchange programmes with the European Union Universities.
- International Exchange programmes with our various partner Universities.
- Study Abroad programmes in cooperation with American, Brazilian, Canadian and Chinese Universities.

### Staff Contact Details

Title	Name	Email	Telephone
International Affairs Manager	Ms. Sinead Day	<a href="mailto:sday@wit.ie">sday@wit.ie</a>	+353 (0)51 845515
Inward Mobility Coordinator	Mr. Damien O'Connell	<a href="mailto:doconnell@wit.ie">doconnell@wit.ie</a>	+353 (0)51 845506

### Office Opening Hours for Exchange Students:

Monday – Wednesday Afternoon Only: 2:00pm – 4:00pm

Contact: Damien O'Connell E: [doconnell@wit.ie](mailto:doconnell@wit.ie) T: +353 (0)51 845506

### Address:

Office for International Relations, WIT, Cork Road Campus, Waterford, X91 K0EK, Ireland

Website: <https://www.wit.ie/international/exchanges>

## Orientation Programme

All exchange students are requested to attend an Orientation programme before the semester officially begins. The Orientation programme gives you an opportunity to get to know the team in Office for International Relations and throughout WIT. You will also get to know all the other exchange students and the Irish students who have returned from their Erasmus+ exchange. We will help you settle in to student life and introduce you to the many wonderful things to see and do in Waterford.

The programme generally covers the following aspects.

- Student Support Talks
- Guided Tours of the Campus
- Guided Library Tour
- Completing student registration and getting your WIT student card.

## ERASMUS+ Documentation for Exchange

It is the responsibility of the exchange student to ensure that you have completed all documentation prior to departure from WIT.

NOTE: Failure to complete your documents whilst in Waterford could lead to problems with your home university and delays in your Erasmus+ grant or funding.

Please see checklist below for documents you are required to bring to WIT:

- Learning agreement
- Certificate of arrival (if required by your home university)
- Certificate of Departure (if required by your home university)

It is essential all EU students obtain the European Health Insurance Card, which will provide cover for emergency treatment in the case of illness or accident.

NOTE: It is the responsibility of non-EU students to have a health insurance policy in place that covers their study period at WIT.

## IMMIGRATION INFORMATION - Holders of non-EU Passports

When entering Ireland all students must pass through passport and immigration control. To receive official permission to enter Ireland you will need the following documents:

- Your valid International passport
- Your WIT acceptance letter

For further information on your rights as a non-EU passport holder in Ireland please see:

[http://www.icosirl.ie/eng/student\\_information.html](http://www.icosirl.ie/eng/student_information.html)



## Visa Requirements

It is the responsibility of applicants to check the visa requirements for study in Ireland. Please contact the Embassy of Ireland or the Consulate in your home country for information.

The Irish Naturalisation and Immigration Service (INIS) at the Department of Justice, Equality & Law Reform is responsible for determining Irish immigration policy. Please see their website: <http://www.inis.gov.ie/>

Some Non-EU applicants **do not** require an entry visa for Ireland – please see page 20 at the link below:

<http://www.inis.gov.ie/en/INIS/Guidelines%20for%20Degree%20Programme%20Students%20-%20July%202011.pdf/Files/Guidelines%20for%20Degree%20Programme%20Students%20-%20July%202011.pdf>

However, all non-EU students must register for a study visa with the local Immigration Officer. The cost of a study visa for either one semester or the full academic year is €300.00. Please be advised this is payable by credit/debit card ONLY.

NOTE: Information about this will be provided to you during the orientation programme.

Requirements for study visa include:

- Valid International passport
- Bank statement – showing minimum of €1,500 for a semester or €3,000 for full year
- Evidence of Health Insurance (minimum cover of hospital expenses)
- Letter of support from WIT Office for International Relations.



## **Useful Contact Details:**

Irish Naturalisation and Immigration Service, Visa Section, Department of Justice, Equality & Law Reform, 13-14 Burgh Quay, Dublin 2, D02 XK70

Website: <http://www.inis.gov.ie>

Email: [visamail@justice.ie](mailto:visamail@justice.ie)

## **About Waterford**

South-East Ireland is a region is made up of five counties: Waterford, Wexford, Kilkenny, Carlow, and South Tipperary. It is loved for its unrivalled natural beauty, is rich in historic and archaeological treasures and abounding in natural amenities, excellent recreation and leisure facilities.

Down through the centuries the Celts, Vikings, Anglo-Saxons and Normans have passed through, leaving behind a landscape rich in historical remains. Countless castles, abbeys, fortresses and ancient settlements remain to mark their passage. The five river systems – the Barrow, Blackwater, Nore, Slaney and Suir - criss-cross the South East, meandering under old stone bridges, around magical mountains, through picturesque villages and past neatly thatched cottages before finally entering the sea at scenic, peaceful seaside towns.



## Wonderful Waterford

Waterford is part of Ireland's Ancient East and is filled with historic sites, lush green river valleys, a stunning coastline with UNESCO Global Geopark status and a vibrant city. Waterford is the oldest city in Ireland and is a wonderful mix of the old and the new, history, culture and innovation. It is a city of colour and excitement, fun, adventure and heritage.

See: <http://www.waterfordtreasures.com/> <http://www.coppercoastgeopark.com/>

A rapidly developing and progressive city, Waterford has many attractions - its galleries and Museums, its busy streets full of fascinating shops, small lanes to stroll through with 1,000 years of history meeting you on virtually every street corner, choice cuisine to suit every taste and every pocket, lively pubs and friendly smiles. There are lots of beaches in the county, with buses every half an hour to nearby Tramore (which is Irish for big beach), located 13 km from the Waterford city. Tramore is a great place for those who love oceanic adventures; students can take part in swimming, sailing, surfing, kite surfing, sea-kayaking and paddle boarding. There is also cycling, horse-riding, hiking for land lovers.

## Culture, Festivals and Nightlife

The South-East and Waterford is a constant hive of activity full of internationally renowned festivals and events. Street entertainment, Art, Racing, Jazz, Food, Mussel, Oyster, Drama, Light Opera and a host of other festivals all take place throughout the year. See <http://www.visitwaterford.com/whats-on/> <http://www.irelandsancienteast.com/whats-on>



Waterford was awarded the prestigious Purple Flag in February 2015, an international award in recognition that Waterford is a safe, vibrant place to visit and enjoy in the evening and night time.

Waterford has a great variety of pubs and nightclubs and a long theatrical and musical tradition. The local arts centers, Garter Lane and Central Hall both hold many exhibitions of art, design, photography with regular workshops to participate in drama, dance and other artistic activities. The Theatre Royal hosts the Waterford International Light Opera festival each year along with a variety of other productions. The Chapel in College Street campus regularly hosts large-scale musical events.

Waterford has become a haven for good food at reasonable prices. Gourmet, vegetarian, ethnic, pizza and pub grub.....there's something to suit every taste.

### **Shopping**

Waterford's shopping has everything from sophisticated fashion shops to the international brands, craft shops, superb delicatessens and a colourful array of traditional, family owned shops. As the South East's shopping capital, the shops open seven days and late nights. If you want something a little less high-street, there are many exquisite and imaginative hand-crafted products produced in the city and county.

There are plenty of supermarkets, grocery stores and discount retailers in the city and close to all student accommodation. There is a lively farmers market on Saturday mornings in the city centre selling locally grown vegetables, fruit and gourmet foods including locally made crafts at reasonable prices. International food stores are also located throughout the city centre including Afro/Caribbean, Eastern European, and Asian Stores.

### **General Living Costs**

The cost of living in Waterford is significantly lower than the cost of living in Dublin. Here are some guidelines about costs for an average student: All prices are in Euro:

Accommodation: From approximately €65 - €85 for a single room per week.

Meals on campus: There are a number of restaurants on campus. These all serve healthy and nutritional meals daily with a basic meal costing approximately €5.00 - €6.50.

Transport: W.I.T. operates a free shuttle bus service for students travelling from college managed apartments to the main campus. Students must show their WIT card to avail of this free service.

Bus Eireann: operates a daily bus route from Waterford city to WIT. Prices are approximately €1.50 one-way fare. See: <http://www.buseireann.ie>

### Walking times to the main campus:

- 20 minute walk from WIT main campus into the city centre and a
- 15 minute walk from WIT to the main student accommodation residences
- 5 minute walk from the shuttle bus to the main student accommodation residences

Long distance travel tends to be by train or coach. Coaches are generally cheaper for long journeys but tend to take longer. Cheaper rates are available with student cards.

### **Accommodation**

There is a good supply of high quality student accommodation in Waterford, from private residential self-catering in houses or apartments to on-campus WIT student residences. Accommodation providers may take bookings from January for the college year starting in September. As a result accommodation places can fill up very quickly. Therefore, we advise that you reserve your accommodation as early as possible before your arrival in September to ensure that you secure a place. We also advise asking about the cancellation policy of your preferred accommodation in case you decide not to proceed with your booking.

WIT Campus Accommodation: There are a number of college managed accommodation options available to students studying at WIT. These are located on the Cork Road Campus – College Campus Accommodation or the City Campus which is located approximately 20 minute walk from the Cork Road Campus.

Email: [accommodation@wit.ie](mailto:accommodation@wit.ie) Tel: +353 51 306100 / 087-2904612

Web: [https://www.wit.ie/current\\_students/student-accommodation/](https://www.wit.ie/current_students/student-accommodation/)

Riverwalk Student Accommodation: The 2, 3 and 4 bedroom apartments are located within walking distance of WIT campuses:

Email: [info@riverwalkwaterford.com](mailto:info@riverwalkwaterford.com) Tel: + 353 (0)51 856704

Web: <http://www.riverwalkwaterford.com/>

Other private accommodation providers include:

- <https://libertyblue.ie>
- <http://www.daft.ie>
- <http://www.guiry.ie>

Please note that the selection of accommodation and the terms of the contract are entirely a matter between the individual student and the external provider.

## Getting to Waterford from Dublin Airport

Most international flights go direct to Dublin airport. Getting to Waterford from Dublin by public transport is very easy with regular bus and rail services.

### By Train

There is not a direct train from Dublin airport to Waterford, but there is a bus from the airport directly to Dublin train station (called Heuston), where you can get a train to Waterford. The link for information about the Airlink Express is here:

<http://www.dublinbus.ie/en/Your-Journey1/Timetables/Airport-Services/>

Train Timetables and fares can be checked on the Irish Rail web site: <http://www.irishrail.ie>

### By Bus

There are two companies that provide a coach service to Waterford:

Bus Eireann from Dublin city centre only: <http://www.buseireann.ie>

JJ Kavanagh direct from Dublin airport and city centre: <http://www.jjkavanagh.ie>

The JJ Kavanagh bus direct from Dublin airport takes approximately 3 hours and the fare is approximately €19.00 one-way and €30.00 return.

JJ Kavanagh have stops at both City Campus Accommodation and Riverwalk Student Accommodation.

Before leaving the Airport make sure you have enough Euro with you until more permanent banking arrangement are made. There is a bank and an ATM in the Arrivals Terminal at Dublin Airport.

You can learn more about transport relative to WIT on the following web-link

[https://www.wit.ie/about\\_wit/contact\\_us/public-transport](https://www.wit.ie/about_wit/contact_us/public-transport)

## FINAL WORD

We would like to take this opportunity to say we are looking forward to welcoming you to WIT. In our world you are not just a student but a member of a community which values all aspects of life: learning, sport, arts, community engagement and, above all, the person. Through education we open a world of endless possibilities which will challenge, excite and reward you.

Waterford Institute of Technology is a truly international environment with students from 70 countries and strategic collaboration partnerships with over 300 education and industry partners and your being here contributes to our international outlook and culture.