




Services Available to UL Students

Service	Information/Weblinks
Health & Safety	<p>All information regarding the UL Safety Statement, Polices and the H&S booklet in both English and Irish is on the UL website at</p> <p>http://www.ul.ie/hr/health-safety-ul</p>
UL Campus Map	<p>Click here!</p>
<p>Postgraduate Students' Union</p> 	<p>The Postgraduate Students' Union (PSU) is heading into its 20th year as the dedicated union for postgraduate students at the University of Limerick. The PSU represents and defends the interest of all postgrads which includes Full-time and Part-time Taught & Research Masters, PhD and Postgraduate Diploma students. We also hold postgrad events so be sure to follow us on social media.</p> <p>Our office and Common Room are in the Stables Courtyard, where postgrads can relax between classes. There are microwaves and a kettle along with free tea/coffee.</p> <p>Find out more on w: www.ulpsu.ie or contact us on psu@ul.ie</p> <p>The PSU has two full-time student officers and a dedicated research officer.</p> <p>President e: postgradpresident@ul.ie (T) 061 213 473 (M) 086 043 5305</p> <p>Vice President Academic: postgradvp@ul.ie (T) 061 213 473 (M) 086 418 2929</p> <p>PhD and Research Officer: studentresearch@ul.ie (T) 061 213 473</p> <p>Postgraduate Research Handbook (Research Masters and PhD)</p> <p>Please follow us on social media Facebook Twitter and Instagram</p> <p>UL Student Life can also provide you with information and support in a variety of situations. (061) 202 324 studentcentre@ul.ie</p>

Student Computing	Student Computing Services and Information offers support for student email, software offered to UL students, password help, student printing services and so much more! https://ulsites.ul.ie/itd/student-computing-services-information
Access Lecture Notes, Tutors etc.	https://sulis.ul.ie/ SULIS is a set of software tools facilitating lecturers, tutors and students with shared space for Collaboration, Communication and Teaching & Learning. The website can be accessed at http://sulis.ul.ie It is a valuable Resource and can be accessed from anywhere You just need to enter your network Username and Password If any student does not register for their modules, they will not have access to SULIS
The Glucksman library	www.ul.ie/library Postgraduates can borrow 10 books for 28 days plus 6 short loan items and an unlimited number of eBooks. Library user links https://www.ul.ie/library/use-library Library support services https://www.ul.ie/library/supporting-you
Postgraduate Admissions Office	www.postgradadmissions@ul.ie T: 353-61-234377
Fees Office	T: 353-61-213007 or e-mail student.fees.office@ul.ie
Campus Residence	Find out more on www.studentliving.ul.ie T: + 353 – 61 – 202332 E: accommodation@ul.ie
Careers Officer	One-to-one meetings can be prearranged with the Postgraduate Careers Advisor, Elaine Kiely to cover topics such as career options, CVs and applications, job search strategies, interview preparation etc. These interviews normally last for 30 minutes with the option of follow on consultation sessions as required. Email elaine.kiely@ul.ie to arrange an appointment.
Smarter Travel	To find out about getting to and around UL campus visit ul.ie/gettingaroundcampus

Student Affairs	
Academic Registry	T: 061 202120 E: saa@ul.ie AR maintains controls and develops the University's student reports, including all personal details, grant records, student registration, performance reports, student results and the issuing of all graduate Parchments . AR also publishes all class and examination schedules for the University
The Student Health Centre	For appointments: Telephone 061 202534 or call in to the office, CM060. A range of charges are levied for the provision of services. For more information, please visit our website at www.ul.ie/medical

<p>Student Counselling</p>	<p>Welcome to <i>Éist Student Counselling and Wellbeing Service</i>.</p> <p>We are a first point of contact for mental health needs. This service provides the following supports during normal working hours (9-5) throughout the working week:</p> <ul style="list-style-type: none"> • <i>Mental health screening and risk assessment/ management</i> • <i>Low level mental health education and wellbeing maintenance via Silvercloud</i> • <i>Brief counselling sessions</i> • <i>Sign-posting to specialised or specific services inside and outside of UL</i> <p>Access to the service begins with "drop-in" (a screening session). Drop-in is run in-person. You do not need to register in advance for drop-in, simply come along to CM073 during the drop-in times. An Assistant Psychologist will meet with you and discuss your needs. Services provided after drop-in depend upon assessed need and available resources. The service is free and confidential. We never share any information with other UL staff without your explicit consent. Online drop-in is reserved for those who are on placement/co-op outside the Limerick area and for those on Erasmus within Europe (to arrange an online drop-in these students should email counselling@ul.ie).</p>
<p>Chaplaincy</p>	<p>The key activities of the UL Chaplaincy team fall into 3 categories:</p> <p style="text-align: center;">SUPPORT</p> <p style="text-align: center;">WORSHIP/SPIRITUALITY</p> <p style="text-align: center;">OUTREACH/VOLUNTEERING</p> <p>All students are welcome to visit Teach Fáilte, our drop in centre in the Students' Square. It is open daily from 11am-12noon and 1.30pm-3pm. Individuals or groups are welcome to have a casual cuppa and chat. In times of difficulty students are assured of a listening ear and may be facilitated to avail of other supports. The Contemplative Centre is an oasis of peace and tranquillity for those who wish to take time out for quiet, reflection, meditation or prayer. Check out the Inter Faith Directory where to meet people of faith in UL and in the city.</p> <p>Fr. John Campion SDB CM 071. 086 2632458 or john.campion@ul.ie</p> <p>Sr. Sarah O'Rourke FMA 086- 4127485 or sarah.orourke@ul.ie</p> <p>Visit us on www.ul.ie/chaplain.</p>

Silver Apples Crèche	<p>The Crèche operates all year round with the exception of Christmas and two weeks in August. It is open Monday - Friday 8.30am - 6.00pm. A separate After School facility for children aged 5 - 12 is located at Milford National School</p> <p>Find out more! Oliver Moloney T: 061 213468, E: silverapplescreche@ul.ie</p>
The Arts Office	<p>The University of Limerick Arts Office programme supports the vibrant and thriving cultural life of the University of Limerick. The annual programme includes lecture series, Irish and foreign language films, theatre and dance production, community outreach projects, life-drawing classes and a series of pop up events.</p> <p>Located on first floor, Dromroe Village Hall ularts.office@ul.ie patricia.moriarty@ul.ie</p> <p>University of Limerick Arts Office Facebook page</p>
The Access Office	<p>The Access Office works to promote and support the participation of students from groups who have traditionally not attended University because of their socio-economic background. It promotes the inclusion of these students, making sure they are well-represented in the University, and well supported. Once enrolled, the Access Office provides a range of financial, academic and personal supports.</p> <p>Find out more! T: 061 213 104 E: access@ul.ie</p>
Disability Support Services	<p>Services provided vary according to the needs of the student. If you have a disability/specific learning difficulty, you are advised to register with the Disability Service as soon as possible</p> <p>Find out more! Brenda Shinnors-Kennedy Room GL0-014 (Ground Floor, Library) T: 061 202346 E: Brenda.Shinnors-Kenn@ul.ie</p>
Mature Student Office	<p>The Mature Student Office promotes the inclusion of mature students in UL and offers a range of supports to ensure their full and equal participation in University life.</p> <p>Mature Student Office RoomEM-023a (Main Building) T: 061 202735 E: mso@ul.ie</p>

<h2>Module Registration</h2>	
ALL Students	<p>ALL students MUST register on-line in WEEK 1 of each semester. This not only applies to students taking modules on campus but also to those on off- campus placement, such as Cooperative placement,</p>

	Erasmus, Clinical placement etc. You will receive your Student Academic Administration handbook at enrolment on the 28 th August.
<p>What happens if I don't register?</p>	<p>The implications of not registering are serious and far-reaching. If you do not register on time in Week 1, you will incur a fine of €200 and be denied access to SULIS. You will not receive a lecture timetable nor have access to 1) your computer Account 2) email, 3) any class lists, 4) exams. If you are in receipt of a grant, the payment will be delayed if you are not registered.</p> <p>EXPERIENCING DIFFICULTIES? If you are experiencing any difficulties registering, you can contact Student Academic Administration either by calling to the front desk or emailing SAA@ul.ie giving details of the error or difficulties</p>
<p>To Register</p>	<p>Registration takes place from the Monday to Friday of week one of each semester for every academic year. You can register 24 hours a day, 7 days a week.</p> <p>To confirm your modules, simply log on to "http://www.ul.ie" www.ul.ie Click on the "Student & Staff" tab at the top of the page. Then click on Student Quick-links. Finally click on "My Student Records" to log in.</p> <p>It is important that you click on the module selection button to select your modules and finally, to complete the process, you must click on the Confirm Modules button</p>