

STUDY ABROAD DECLARATION

Students intending to study abroad are asked to note the requirements set out below. Sign at the bottom of the page to indicate that you have read, understood, and accepted the information. Return the signed form to your Coordinator. We advise you to keep a copy of this page for your own records.

ACADEMIC REQUIREMENTS

You are required to take approved courses and a specific number of credits to fulfil the requirements of your study programme. You are responsible for finding out how many credits you must obtain either from your Programme Director or Academic Coordinator.

Depending on your programme, if you fail to obtain the required number of credits or reach an appropriate standard, you will either have to:

- **Pay Full Fees on return to University**
- **Pay a Repeat Fee and take modules as directed by your College**

You could also:

- be required to complete additional work at University of Galway (at the discretion of the relevant academic department)
- be deprived of your international degree
- be required to repay part or all of the Erasmus grant

Erasmus students Your courses should be set out clearly in your Learning Agreement, which must be signed by you, your University of Galway academic coordinator and your host university academic coordinator.

BA International students must make sure you (i) inform both of your sending departments that you will be studying abroad, and (ii) take an agreed number of credits in each of your two-degree subjects.

CONDUCT

As a Study Abroad student you are an ambassador for University of Galway. You are bound by the regulations and the code of conduct of both your host university, and that of University of Galway. <http://www.universityofgalway.ie/codeofconduct/>

Any misconduct reflects badly on this university and jeopardises study abroad opportunities for future University of Galway students. Any reports received about serious misbehaviour will be investigated. If necessary, the student will be called to a University of Galway Disciplinary Committee and subjected to sanctions that could include recall, a fine, or suspension/expulsion from the University. We can also request the repayment of any applicable grant money received.

SAFETY AND INSURANCE

You are required to have appropriate private travel insurance for the entire duration of your study abroad mobility. It is your responsibility to understand the terms and conditions, and limitations of your private travel insurance policy.

- Cover must include cover for accidents, medical and emergency treatment, personal liability, cancellation /curtailment, and repatriation.
 - Ensure you are adequately insured in respect of your personal baggage, effects, and money.
 - Understand what your policy will cover regarding infectious diseases as many insurers have introduced strict conditions or exclusions.
-

Studying abroad has many great opportunities but it can also present some personal challenges. If you have concerns about your health or your ability to cope with these challenges, then please consult a medical professional for advice. If you have physical or mental health issues that may affect your study abroad period, please contact the coordinators at your home and/or host universities for advice. -Study abroad students retain full access to University of Galway supports including the Student Counselling Service (www.universityofgalway.ie/counsellors/).

Erasmus students

Important information regarding safety advice, insurance, and general guidelines is provided in the [Outgoing Erasmus Information Brochure](#).

You must hold a valid European Health Insurance Card (EHIC) for travel within the EU. Please note that the EHIC does not provide cover for all health-related eventualities, nor does it cover travel.

SAFETY AND YOUR MOBILITY EXPERIENCE

Study abroad can only take place following an appropriate mobility assessment. If you are travelling abroad, you must do so in awareness of the following risks and considerations:

- You will only be approved to travel if Irish Government advice indicates that it is safe to travel to the destination country. Consult [travel advice by country](#) in relation to your destination country.
- Most countries remain on alert regarding Covid-19 or similar public health emergencies. It is your responsibility to be informed and abide by any national laws and requirements and public health protocols. There could be new outbreaks of Covid-19 throughout the coming months and regional authorities may impose restrictions. You should be prepared for this possibility and any potential costs arising which you will be liable for.

DECLARATION

- ✓ I am aware of the academic requirements of my study abroad programme and understand the implications of failing to secure the necessary credits.
- ✓ I am bound by the Code of Conduct of University of Galway and understand the implications of breaching this.
- ✓ I understand the insurance requirements. I am satisfied that I am adequately insured for the full period of my time abroad. Where applicable, I hold a valid EHIC.
- ✓ I have read and understand the risks and my responsibilities in relation to travel.
- ✓ I understand that it is possible that unforeseen circumstances, including financial risk, may arise.
- ✓ I have familiarised myself with and understand the Mobility Assessment carried out for my destination.
- ✓ Where applicable, I confirm that I have read the Information Brochure for Outgoing Erasmus Students.
- ✓ I agree that my emergency contact/next of kin information can be shared with staff members at University of Galway who have responsibility for responding to any emergency which might occur when I am abroad. I have received the consent of the emergency contact/next of kin in sharing their personal information for this purpose.

STUDENT NAME:

STUDENT ID NUMBER:

STUDENT SIGNATURE:

DATE:

WORK PLACEMENT ABROAD AND ERASMUS TRAINEESHIPS

STUDENT DECLARATION

Students intending to complete a work placement/traineeship abroad are asked to note the requirements set out below. Sign at the bottom of the page to indicate that you have read, understood, and accepted the information. Return the signed form to your Coordinator. We advise you to keep a copy of this page for your own records.

ACADEMIC REQUIREMENTS

You are required to complete specific hours of an approved work placement/traineeship with your host employer to fulfil the requirements of your study programme. You are responsible for finding out what tasks and how many hours you must complete either from your Programme Director or Academic Coordinator.

Depending on your programme, if you fail to obtain the required number of credits or reach an appropriate standard, you will either have to:

- **Pay Full Fees on return to University**
- **Pay a Repeat Fee and take modules as directed by your College**

You could also:

- required to complete additional work at University of Galway (at the discretion of the relevant academic department)
- be deprived of your international degree
- be required to repay part or all of the Erasmus grant

Erasmus students Your tasks and hours should be set out clearly in your Learning Agreement, which must be signed by you, your University of Galway academic coordinator and your host university academic coordinator.

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You are required to have appropriate private travel insurance for the entire duration of your mobility abroad. It is your responsibility to understand the terms and conditions, and limitations of your private travel insurance policy.

- Cover must include cover for accidents, medical and emergency treatment, personal liability, cancellation /curtailment, and repatriation.
 - Ensure you are adequately insured in respect of your personal baggage, effects, and money.
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