

DRAMA AND THEATRE STUDIES

Year 3 Student Handbook (3BA DTP and 3BA PS) 2024-2025



OLLSCOIL NA GAILLIMHÉ
UNIVERSITY OF GALWAY



***None the Wiser*, Drama and Theatre Studies, Spring 2023**

**Drama and Theatre Studies,
School of English, Media and Creative Arts,
O'Donoghue Centre for Drama, Theatre and Performance
University of Galway**

This handbook contains an overview of your modules for Third year in Drama and Theatre Studies.

For information on the following general Drama and Theatre Studies policies and guidelines, please refer to the undergraduate student handbook.

Table of Contents

<u>WHO TO CONTACT IN DRAMA AND THEATRE STUDIES- THIRD YEAR.....</u>	<u>3</u>
<u>ACADEMIC TERM AND EXAM DATES 2024 - 2025</u>	<u>3</u>
FIRST SEMESTER	3
SECOND SEMESTER	4
<u>COURSE STRUCTURE</u>	<u>6</u>
<u>TIMETABLE SEMESTER 1</u>	<u>7</u>
<u>TIMETABLE SEMESTER 2</u>	<u>7</u>
<u>STAFF CONTACTS AND OFFICE HOURS</u>	<u>8</u>
<u>DRAMA AND THEATRE STUDIES STAFF CONTACTS FOR 2024-2025</u>	<u>8</u>
<u>TEACHING STAFF.....</u>	<u>8</u>
<u>MODULE DESCRIPTION 2024-2025.....</u>	<u>9</u>
<u>SEMESTER 1</u>	<u>9</u>
<u>SEMESTER 2.....</u>	<u>13</u>
<u>THEATRE INTERNSHIPS- APPLICATION PROCESS AND WORKLOAD.....</u>	<u>19</u>
<u>ERASMUS AND EXCHANGE PROTOCOLS</u>	<u>16</u>

Who to contact in Drama and Theatre Studies- Third Year

Head of Undergraduate Studies – Finian O’Gorman - finian.ogorman@universityofgalway.ie

Third Year Exchange and Erasmus Coordinator – Finian O’Gorman - finian.ogorman@universityofgalway.ie

Third Year Internships Coordinator- Aideen Wylde - aideen.wylde@universityofgalway.ie

Academic Term and Exam Dates 2024 - 2025

First Semester	
Orientation:	Third Years: Monday September 9, Studio 2, 1-2PM (<i>Following first session of “DT3107: Theatre for Children and Young Audiences”</i>)
Arts in Action	Will typically be Thursday at 1PM during teaching term in semesters one and two Full programme to be launched in September All events free and open to students and may be integrated as part of your modules
Teaching – 1 st Years (UG):	Monday, 16 th September – Friday, 29 th November 2024 (11 weeks of teaching)
Teaching – all other years:	Monday, 9 th September – Friday, 29 th November 2024 (12 weeks of teaching)
Applications for second semester internships due	Friday 27 th September at 5PM (<i>see details later in handbook, no late applications accepted</i>)
Drama Reading & Development Week:	Monday, 14 th – Friday, 18 th October 2024 (Week 6)
Bank Holiday:	Monday 28 th October 2024 (NO CLASSES)
Study Week:	Monday 2 nd December – Friday 6 th December 2024

Semester 1 Exams:	Monday, 9 th December – Friday 20 th December (10 days of exams)
Christmas Holidays:	Saturday, 21 st December 2024
Second Semester	
Teaching:	Monday, 13 th January – Friday, 4 th April (12 weeks of teaching)
Arts in Action	Continues Thursdays at 1PM during teaching with some special performances.
Bank Holiday:	Monday, 3 rd February (NO CLASSES)
Drama Reading & Development Week:	TBD- Either Week Six or Week Seven <i>THIRD-YEAR PRODUCTION STILL MEETS DURING THIS WEEK</i>
Third Year Production	Wednesday 6 th - Thursday 14 th March
St. Patrick's Day:	Monday, 17 th March (NO CLASSES)
Easter Holidays:	Good Friday, 18 th April - Easter Monday 21 st April
Field Trip:	Monday 7 th April to Friday, 10 th April (if applicable)
MA Performance Lab Workshop Showing:	Thursday 4 th April, 4PM, ODT
Study Week:	Friday, 11 th April – Thursday, 17 th April
Bank Holiday:	Monday, 5 th May (NO CLASSES)
Semester 2 Exams:	Tuesday, 22 nd April – Friday, 9 th May (13 days of exams)
Bank Holiday:	Monday, 2 nd June
Autumn Exams 2025	
Autumn Repeat Exams:	Tuesday, 5 th August to Friday, 15 th August (9 days of exams)
Bank Holiday:	Monday, 4 th August

Repeat assignments
due for continuous
assessment modules

Friday, 15th August

*This deadline applies to those who have failed drama modules
and have to repeat them during summer.*

Course Structure

In the first semester, students take **one** of the following options:

- DT3109 Theatre Internship (30 ECTs) (work experience with a professional theatre company, usually 4-6 weeks, with critical reflection and research essay component, decided by application in spring 2023) **OR**
- TP312 International Theatre Experience (30 ECTs) **OR**
- Three modules (30 ECTs in total) :
 - DT3107 Theatre for Children and Young People
 - DT3123 Musical Theatre: History and Performance
 - DT3125 Voice Work and Shakespearean Performance

In the second semester, students usually take **one** of the following options:

- TP307 Third Year Production (30 ECTs) with Aideen Wylde (can involve acting, design, backstage work and/or a combination of roles) *OR*
- DT3110 Theatre Internship (30 ECTs) (work experience with a professional theatre company, usually 4-6 weeks, with critical reflection component, applications opened for semester two in September) (*apply in autumn 2023 as below, subject to passing application stage and outcome of negotiations with companies*) *OR*
- TP310 Theatre Experience Abroad (30 ECTs)- International exchange within Europe (Erasmus) or further abroad (North America, Australia) (*arranged during second year*)

TIMETABLE SEMESTER 1

CLASS	Day & Time	Venue	Instructor
DT3107: Theatre for Children and Young People	Mondays, 9AM-1PM* <i>*Note: Students will be split into Group A and Group B</i> Group A: 9AM-12PM Group B: 10AM-1PM	Studio 2 and Seminar Room 1 (ODT wk12)	Marianne Ní Chinnéide and Branar
DT3123: Musical Theatre	Wednesday, 4-6PM	Studio 2 (ODT wk 11 & wk12)	Ian R. Walsh
DT3125: Voice Work and Shakespeare	Tuesday, 10 – 12 noon	Studio 2 (ODT w12)	Aideen Wylde

TIMETABLE SEMESTER 2

CLASS	Day & Time	Venue	Instructor
TP307 Third Year Production	Times will be confirmed later	O'Donoghue Theatre and Studio 1	Aideen Wylde

Staff Contacts and Office Hours

Staff in Drama aim to be approachable and responsive to students' needs, insofar as possible in the context of their other professional obligations, and while bearing in mind that we can often assist students best by referring them to other professionals within the university, such as the counselling service or the College of Arts office.

Students can also communicate with staff by email. In general, if your query is complicated or personal, it is better to discuss it with the lecturer during a scheduled meeting slot in their office hours.

Many lecturers will also make time to answer individual queries at the end of classes, but please note that it may not always be possible to do this (for example, a lecturer may have another class to get to).

Drama and Theatre Studies Staff Contacts for 2024-2025

- Ian R Walsh, Lecturer [Full-time], Head of Discipline DTS, ian.walsh@universityofgalway.ie
- Finian O'Gorman Lecturer [full-time], Head of Undergraduate Studies in DTS finian.ogorman@universityofgalway.ie
- Charlotte McIvor, Senior Lecturer [full-time], Head of Postgraduate Studies in DTS charlotte.mcivor@universityofgalway.ie
- Marianne Kennedy, Lecturer [full-time], Artistic Director, O'Donoghue Centre for Drama, Theatre and Performance, DTS, marianne.nichinneide@nuigalway.ie
- Patrick Lonergan Professor [full-time], Vice-Dean for Engagement and Student Recruitment, College of Arts, Social Science and Celtic Studies, Head of Third Year Erasmus and Exchanges, DTS and Head of Postgraduate Certificate in Creative Arts Management, patrick.lonergan@nuigalway.ie
- Miriam Haughton Lecturer [full-time], on research leave IRC Laureate 2023-2025), miriam.haughton@nuigalway.ie
- Máiréad Ní Chróinín, Druid Lecturer [part-time], Druid Academy Coordinator, mairead.nichroinin@universityofgalway.ie
- Michael O'Halloran, Technical Officer [part-time], DTS, michael.ohalloran@nuigalway.ie
- Aideen Wylde, Lecturer, Internships and Placements Coordinator [part-time], aideen.wylde@universityofgalway.ie
- Teresa O'Donovan- Administrator [part-time], DTS, drama@universityofgalway.ie

Teaching Staff

Please find below contact details of most of your lecturers throughout the year.

MODULE	LECTURER	EMAIL	NOTES
DT3123 Musical Theatre	Ian R. Walsh	ian.walsh@universityofgalway.ie	
DT3107: Theatre for Children and Young Audiences	Marianne Ní Chinnéide, Branar and	Marianne.nichinneide@universityofgalway.ie	
DT3125 Voice Work and Shakespeare	Aideen Wylde	aideen.wylde@universityofgalway.ie	
TP307 Third Year Production	Aideen Wylde and Michael O'Halloran (module convenors)	aideen.wylde@universityofgalway.ie Michael.ohalloran@universityofgalway.ie	

Module Description 2024-2025

These Descriptions may be subject to some change.

Semester 1

DT3107: Theatre for Children and Young People

Teaching Team: Marianne Kennedy (module convenor) with Branar (<https://branar.ie/en>) and Maia Purdue and Stefanie Weenink (Graduate Teaching Assistants)

This class has students from Drama and Theatre Studies and Children's Studies and will be held on Monday mornings. As a result, the class will be broken into two groups (A and B), with a mixture of students from both disciplines in each group.

Group A: Students will attend lecture with Marianne Kennedy from 11am - 12pm and their practice-based work with Branar from 9 - 11am.

Group B: Students will attend lecture with Marianne from 10 - 11am and their practice-based work with Branar from 11am - 1pm.

Course Overview

This module provides a broad introduction to and practical engagement with the rapidly developing and vibrant field of Theatre for Children and Young People in Ireland and abroad. The course will examine the field in terms of three main areas: theatre (form and performance), young people (children) and audience. In essence, this module will enable students to engage fully with the distinctiveness and complexity of Theatre for Children and young audiences, and provide them with a practical and theoretical understanding to allow them to further interrogate the field.

Over the course of 12 weeks, students will engage with artists and academics through lecture, readings, reflection and discussion, practitioner-led workshops and ensemble theatre-making and attending childrens' theatre. Students will attend prescribed performances and talks during the Baboró International Arts Festival for Children in Week 7 of the module. A central part of the module is engaging in the making and devising of work for a young audience under the mentorship of the artists of Branar, one of Ireland's leading theatre companies, making work for children. This

will culminate in the devising and the performing of a theatre piece in the form of a 'Tiny Show', which will be performed for a school's audience, and receive feedback from same. The performance work will be experimental in nature and presented as a work-in-progress (meaning in development).

Learning Outcomes

On successful completion of this module, students will have:

- Developed a knowledge of Children's Theatre and its genealogy.
- Developed a critical understanding and vocabulary around the area of theatre for children and young people.
- Developed an understanding of a range of ensemble and devising theatre techniques and processes and their application in both a children's theatre and classroom context.
- Developed and created work for children and young people.
- Explored working creatively with children as theatre artists and co-creators.
- Critically engaged with the Drama Curriculum in the Irish educational system and Arts education in Ireland.
- Learned how to engage aesthetically with and understand children's theatre through engagement with recorded performances of Children's Theatre.
- Located and contextualised theatre for young audiences within a wider socio-cultural, artistic and educational context.
- Understood the policies and funding structures relating to Drama and Theatre for Children and young people at a national and international level.

Assessment Breakdown:

As the format of this class is a collaborative one, students will be required to rehearse as well as read and watch digital recordings outside of class times as well as attend events during the Babóró International theatre Festival for Children and Arts in Action.

Coursework 1:	Mid-term Assessment (2,000 words)	40%
Attend events during the Babóró International Festival for Children, 14-23 October. Write an essay on Theatre for Children and Young Audiences.		

Coursework 2:	Tiny Show and Critical Reflection	60%
or		

Part A:	'Tiny Show'	40%
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Part B:	Critical Reflection	20%
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Part A:	'Tiny Show'	40%
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The framework, the 'Tiny show' is one developed by Branar Téatar do Pháistí and now also used by the Babóró International Festival for Children in the development of new work. 'Tiny Shows/Seónna Bídeacha' are a theatre-building activity intended to be a creative and supported environment where artists and theatre professionals can experiment with the creation of new work, new skills or new roles in a developmental context. As a group, you will perform a 15 minute Work-in-Progress of your proposed 'Tiny show' for an invited audience (of children). This will require rehearsals outside of class time.

Part B:	Critical Reflection	20%
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Each student will write a critical reflection essay on the process and performance of the 'Tiny Show', their own role in it and the learnings from this. They must also situate this work in the area of Theatre for Young people in general.

Please note that in order to open the videos on Digital Theatre Plus you must have logged in to your library account at the James Hardiman Library website.

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DT3123 Musical Theatre

Module Convenor: Dr Ian R. Walsh

This module will explore the history and staging of musicals from *Oklahoma* to *SIX: The Musical*. The development, diversity of styles and value of the musical as an art form is the focus of this module. Students will develop their analytical skills engaging with a wide range of musicals where issues of popular culture, entertainment, representation and queer politics will be investigated. The module will consist of seminars that will explore the dramaturgy of the musical and analyse the musical in terms of issues of representation and politics. Some of the class will involve active viewing of clips from recorded productions and films. Students will have to prepare readings in advance of classes (some of these will be provided) and are expected to come prepared to seminars.

Learning Outcomes

Students will

- be introduced to a wide range of different styles of musical.
- learn to analyse the dramaturgy of the musical and identify different styles and approaches of the genre.
- further develop performance analysis skills
- introduced to cultural theories related to Musical Theatre
- situate their analysis in relation to cultural theories.
- will develop transferable skills from working with a group
- will learn through creative engagement and process work.

Assessment:

Director's Notebook on Musical Revival: 50% - 1,500 words concept statement & 500 words describing extra materials.

Essay: 50% - 2,500 words.

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DT3125: Voice Work & Shakespearean Performance

Instructor: Aideen Wylde

As the next generation of performers and practitioners seeking truthful expressions of human behaviour, how can students harness the universal themes that appear in Shakespeare's texts to explore contemporary issues? Voice & Shakespearean Studies tackles this question by learning practicable skills that will help demystify the structure, language and rhythm of Elizabethan play texts. In this performance lab, students will explore fundamental techniques of healthy vocal practice,

movement and performance using various Shakespearean texts, monologues, verse and other texts. This module will introduce students to the intertextual and lasting nature of Shakespeare's works and how the playwright has come to have a lasting impact on contemporary literature and storytelling, through both research and performative explorations. The historical and cultural contexts in which these plays were written will also be studied, alongside theorists and practitioners such as Cicely Berry, Kristin Linklater, Janette Nelson, Tim Crouch, Abigail Rokison, Gordon Luck and Barbara Houseman.

These sessions are part-workshop-part-discussion/lecture-based. Students should be prepared for physical and vocal performance exercises and reflective processes, both as a group and individually.

LO1	Students will develop a solid understanding of vocal performance practice
LO2	Students will become familiar with the textual lives of Shakespeare's plays and significant characters, and how this knowledge might be applied in their own theatre practice
LO3	Students will learn how to analyse, interrogate and reinterpret Shakespearean texts from the performer's perspective
LO4	Prepare a scene of choice for in-class performance in Week 12
LO5	Students will develop ensemble, presentation, and organisational skills through groupwork and performance assessment

Assessments:

1. Mid-term Group Presentation 30%

Students will deliver a 5-minute group presentation on research conducted in the university's theatre archives on a production of one of the three prescribed plays from either the Shakespeare's plays in Dublin 1660-1904 collection, or the broader university theatre archives.

2. Final Performance 30%

Students will complete a performance assessment in groups at the end of term. Students will select an extract or scene for reinterpretation from one of the three prescribed plays, using techniques explored during the term. With this assessment, students should find additional performative ways of responding to any of the texts/readings/exercises and themes on the course, and be able to discuss these approaches in a post-showing Q&A.

3. Final Critical Practice Exploration Essay 40%

1,500-word paper using one of the following themes as a basis for investigation:

- *Shakespeare and race*
- *Shakespeare and masculinity*
- *Shakespeare and disability*
- *Shakespeare and love*

Students should examine how the chosen theme has been interpreted by others to date, and how this may impact future renderings of the play. Students may also wish to explore how they might approach staging these themes from a performer or director's perspective. This reflection should discuss how emphasis on a particular theme might impact an actor's performance choices, providing real or hypothetical examples. A minimum of 3 academic sources, and 2 additional sources (practice texts, techniques or practitioners previously explored) is required.

Semester 2

TP307: Theatre in Practice

Teaching Team: Aideen Wylde & Mike O'Halloran (module convenors)

This year's Third Year production module participants will co-design, construct, produce, market and perform *a full-length play* (Title of the play to be confirmed in Semester 1).

Important - this is a full 30ECTS module which constitutes your entire coursework for the semester. The research/devising/rehearsal process will be run as a professional theatre experience. In other words, there is naturally a higher number of contact hours because we are producing an outward-facing production for the University of Galway campus and the wider public. **Students will have the opportunity to work with invited theatre professionals to realise certain production briefs.**

All roles, both production and performance will require full attendance in the rehearsal room for the entire course as this is an ensemble-focussed process. Additional hours will be required during the two weeks prior to production.

Students must also be available for all performances, and the possibility of additional hours at weekends.

Learning Outcomes:

- Understand and apply knowledge of the main characteristics of professional theatre production and performance

- Apply a structured process of critical reflection to theatre practice
- Apply enhanced skills in the areas of ensemble, textual analysis and (if appropriate) devising
- Develop enhanced skills in design, planning, execution, and marketing of a full-length theatre production

Assessment:

- i) Stagepass/Safe to Create Certification** **10%**
 - Each student will achieve a Stagepass/Safe to Create certification as part of the module. Completion of one (or both) is a mandatory requirement of the module.
- ii) Week 2 Performance Presentation** **20%**
 - Students will present a scene from a selected text alongside a short informal presentation on the dramaturgical research and decisions undertaken in presenting.
- iii) Performance & Production Role(s)** **50%**
- iv) Critical Reflection Essay (2,000 words +design portfolio where applicable)** **20%**
 - In consultation with the lecturer/director students will reflect on all stages of the production process and roles undertaken, built around the play, its contexts and core texts/materials.

SUMMARY MODULE DATES (Breakdown of dates are available from the Production Schedule):

- **Phase I: Creating the Ensemble, Devising, Research, Design etc.**
 - **(Weeks 1&2)**
 - *from Monday 13th January
 - *Auditions on Friday 24th January as part of Week 2 Performance Presentation
- **Phase II: Rehearsal and Staging (Weeks 3-6)**
- **Phase III: Technical/Dress Rehearsal and Public Performance weeks (Weeks 7-9)**
 - *Performances will take place from Thursday 6th- Thursday 13th March
 - *Additional rehearsals required during this phase
- **Phase IV: Debrief - (Week 10)** Tuesday, Wednesday 9.30am - 5.30pm

Allocation of Production/Performance Roles (50%):

- Each student will take on **ONE performance role (Major: 70%) + ONE production-related (Minor: 30%) role OR, TWO production-related roles (70:30), to be agreed with the module conveners depending on overall student numbers.**
- Roles, both 'on' and 'off' stage will be decided in the following way:
- **Production** - Students will complete an expression of interest for production roles (Major and Minor) in Semester 1. Interviews for these roles will take place in person (or online for those studying abroad) in October/November, with some prep to be completed in advance of the start of rehearsals.
- **Acting** - All students on the module will prepare scenes in groups from a selected text in Weeks 1 & 2 (regardless of whether a student will take an acting role in the final production). These scenes will be performed at the end of Week 2, in-class. At the end of this sharing students will vote anonymously on possible casting decisions, with all final

decisions to be made by the Director. This presentation is worth 20% of the final grade (group mark).

- ***There is no guarantee that students will get their first choice in terms of role in relation to both acting and production duties.**
- ***All roles - Students will draft a personal brief of expectations and learning goals during this period, in consultation with their lecturer/ director, to be included in their final critical reflection essay.**
- **Major Roles**
 - These roles may include acting roles, Assistant Director, Stage Manager/s, Sound Design and operation, Musical Direction, Sound Design, Set Design, Dance Captain and Choreography, Costume Design and make-up, Lighting/Projection Design, Marketing etc. (dependant on production needs identified).
 - **= 70% of overall Assignment 3 grade (individual mark).**
 -
- **Minor Roles**
 - Students will also take on a minor role which may include a minor acting role, assistant design/build role (set painting,) front of house management, Assistant Stage Management (incl. props management), Hair/make-up, assistant to Choreographer, Sponsorship, Outreach, assistant to Lighting Technician/op, assistant to Sound Technician/op, Wardrobe and dressing, Set build Crew, set painting crew, video design. etc. (dependant on production needs identified).
 - **= 30% of overall Assignment 3 grade (individual mark).**

INTERNSHIP AGREEMENT (STANDARD)

1. Internships are unpaid. Students are responsible for their own transportation, accommodation and subsistence costs while working.
2. An internship is a professional working experience. Interns are required to attend punctually (normally from 9 to 5 or 10 to 6) each day, Monday to Friday, and at other times as required by the company.

APPROVED WORK DATES AND SCHEDULE (FILL

IN BELOW):

Start Date:

End Date:

Hours per week:

(including note of any irregular distribution of hours over internship period)

3. Interns should present themselves in personal attire that is appropriate to the working environment.
4. Persistent lateness or underperformance will result in the early termination of an internship.
5. Requests for periods of leave should be made in advance and, where possible, should be identified during the application process.
6. While on internship, students are still engaged in formal University Galway activity and are thus subject to the University of Galway code of conduct.
7. Interns must be mindful at all times that they represent University of Galway and that their conduct will have an impact on the availability of future internships for subsequent students.
8. Students on internships must respect the confidentiality of the host organisation and the university, and must under no circumstances reveal any sensitive or confidential information about either organisation. In particular, comments or photographs relating to internships on social networking sites (Facebook, Twitter, Snapchat, Instagram), blogs, or other public fora are strictly prohibited unless approved in advance by the student's immediate supervisor at the company.
9. Where interns experience any difficulties in meeting the responsibilities associated with the internship, these should be brought to the attention of University of Galway personnel as early as possible.

Erasmus and Exchange Protocols

This section covers:

1. What do I register for at University of Galway during my time abroad?
2. What do I do when I arrive?
3. Do I have to stay in contact while I'm away?
4. What do I do if I experience issues abroad?
5. How do my marks from Erasmus/Exchange get recorded by University of Galway?
6. University of Galway Contact Information for Erasmus/Exchange Students

1. What do I register for at University of Galway during my time abroad?

Semester One: TP312: International Theatre Experience

Semester Two: TP310: Theatre Experience Abroad.

2. How do I prepare for going abroad?

Review the International Travel Toolkit for undergraduate students:

<https://www.universityofgalway.ie/international-students/outbounduniversityofgalway/outbound-study-abroad/undergraduatetoolkit/>

3. What do I do when I arrive?

If you are going abroad, **you MUST within one week of arrival**, send finian.ogorman@universityofgalway.ie a list of the courses you are taking, outlining:

- Credits available
- Contact hours per week
- Forms of assessment.

Assessment for Erasmus: Students are obliged to complete the equivalent of 20 ECTS of work per semester while abroad. At least 9 ECTS per semester must be in Drama, Theatre and Performance or related subjects (e.g. Literature, Film, Music, Dance, Cultural Studies, etc.). Students should also take classes in the language of their host institution.

You must complete a learning agreement between University of Galway and your host institution

NOTE: If you are on Erasmus for one semester, you must complete 20 ECTS. If you are on Erasmus for both semesters, you must complete 40 ECTS.

Assessment for Exchange: Students on exchange to institutions in the US, Australia and Canada are required to complete the minimum credits demanded by the university and/or state to meet visa requirements and academic requirements. In the US, different states request a different minimum. So, please confer with the host institution and ensure your selection of courses meets the visa requirements of the state, and the academic requirements of the host institution. Please send these in writing to finian.ogorman@universityofgalway.ie in the first week of study.

3. Do I have stay in contact while I'm away?

- You MUST send a monthly report of your activities by the 15th of every month to Drama and Theatre Studies at University of Galway (Finian.ogorman@universityofgalway.ie) throughout your time abroad. This can be short (a few bullet points), but it is your opportunity to bring to our attention any issues that you are facing in a timely manner.
- You must provide Dr O’Gorman with an email address which you will be checking regularly and through which you will be immediately contactable BEFORE departing.
- Express concerns or worries you have immediately and follow the steps below to resolution, keeping Prof. Lonergan informed as below.
- Feel free to send images of your time abroad and/or trailers from any performance projects you take part in abroad. Let me know if you’d be willing for me to share these with other prospective students considering time abroad or on our discipline’s social media. As we’ve continually emphasised, you are ambassadors for our programme, and we want to celebrate your accomplishments and experiences abroad!

4. What should I do if I experience issues abroad?

- Identify who you need to liaise with at your host institution (within department or university offices including International Office, Registration, Accommodation)
 - If you don’t know, contact a lecturer or peer within your host department
 - You can CC Dr O’Gorman on this and other exchanges below.
- Make contact with Dr Finian O’Gorman and advise him of your situation
 - Dr Finian O’Gorman will link you with Erasmus or International Office at University of Galway if needed who can also help identify on-site links at your host institution

- Follow up with your contact(s) at your host institution
- Inform Dr Finian O’Gorman of the resolution of the issue(s)

5. How do my marks from my Erasmus/Exchange get recorded by University of Galway?

It is YOUR responsibility to immediately send your results to Prof. Lonergan on receipt. This can be sent as a downloaded file, an image that you take with your phone of hard copy results or on your screen, but these must be official and not provisional results (i.e. your calculation of all marks received, etc.).

Speak to student registration at your host institution if you have questions about how/when results will be communicated.

If you anticipate a serious delay (post-early-mid January or post-June/July), please communicate with Prof. Lonergan IMMEDIATELY, as this might result in delays to your registration in Fourth Year.

6. University of Galway Contact Information for Erasmus/Exchange Students

Erasmus/Exchange Office for Outbound Students

Staff Contacts: Mary Lyons, International Affairs Officer, and Jodi Blumenfeld, International Exchange Coordinator

Tel. 353 91 493749/493491

E-mail: outgoingerasmus@universityofgalway.ie

www.universityofgalway.ie/erasmus-programme/outgoingstudents/

Dr Finian O’Gorman, Internships and Placements Coordinator,

Email: finian.ogorman@universityofgalway.ie

