

University College Cork
CK112 BA Theatre & Performative Practices
(Drama and Theatre Studies)
Guidelines for Undergraduate Students 2019 – 2020



Department of Theatre,
School of Film, Music and Theatre

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This handbook is for student guidance and does not form part of or supersede official University regulations.

<https://www.ucc.ie/admin/registrar/calendar/general/info014.html>

Please note: The details are, as far as possible, correct at time of going to press but may be subject to change, correction or alteration at any time.

Welcome to the Department of Theatre

Welcome to the Department of Theatre in the School of Film, Music and Theatre, University College Cork. This booklet will introduce you to our facilities, resources, programme of work and guidelines for studying at the Department of Theatre.

The Department of Theatre is committed to excellence in practice, teaching, and research and is one of the leading theatre departments in Ireland. We have a vibrant learning community, dedicated to the integration of theatre practice, text, theory and training.

We also have connections with local, national and international theatres as well as national and international cultural organisations. Many of our graduates are pursuing careers in theatre, television, the film industry, and arts administration.

Our facilities are situated alongside UCC's main campus in the Connolly Buildings (comprising of the Theatre Lab, studio spaces, and seminar rooms)

Click here for a campus map: <https://app.ucc.ie/maps/>

Our Mission at the Department of Theatre

- To build an international reputation for the provision of an interdisciplinary and cross-cultural understanding of theatre and the performing arts.
- To provide students at all levels with opportunities to develop their intellectual and creative capacities in the field of contemporary theatre studies.
- To promote an encouraging, supportive and friendly environment for the personal and academic development of students and staff.
- To foster creative interaction of theory and practice in theatre studies through our programme design at undergraduate and postgraduate levels.
- To develop and maintain a culture of informed enquiry and personal and professional development in teaching and in research in the field of theatre studies.
- To maintain and develop links between the academic study of theatre and the work of practitioners in the field.

During your BA Studies

During your undergraduate studies you will have an opportunity to explore the rich potential of theatre as a performative¹ art form.

¹ The word performative is closely associated with ways of doing/making, and especially ways of creative doing and making. Furthermore, performative contains the element form: in most of your practice you will engage with aesthetic form, such as aspects of voice, rhythm, movement, presence, and space dependent on your research pathway. It also contains the element formative: we hope that during your time with us, through intensive study and performative practice, you will experience an important personal development and be equipped to become constructive, creative players in the arts communities.

The Department of Theatre offers three main areas of study that braid together: theatre practice, theories of theatre, and texts in context. At the heart of this study is a commitment to learning through practice. We understand theatre better by getting up and doing it. We also encourage active engagement in philosophical discussions and challenging academic arguments, providing space for you to engage fully in performative practice.

Here you will develop your practical, creative, and analytical skills in performative practices. You will work on your own initiative and as part of collaborative, cooperative and creative teams and will be encouraged and supported in the development of your interpersonal and intrapersonal skills. All of these skills are important in the study of theatre, but they are also transferable into many other work and social contexts.

As a student you will take an active responsibility for your own learning, constructing your knowledge of theatre through testing out ideas and theories in practice. The collaborative, cooperative and creative nature of creative research demands relatively small class sizes and also solo work, so you will learn alone as well as with and from your fellow students and through close contact with the teaching staff who are trained as both drama lecturers and theatre practitioners.

Core Teaching Staff

Dr. Yvon Bonenfant MA, DipP, PhD (Senior Lecturer, Head of Department)

Yvon joined UCC Theatre as Head of Department in September, 2018. Yvon's unusual and dynamic background emerged from exploring the unusual qualities of the human voice in performance, and the unusual qualities of the human body on stage. Originally from Canada, by way of the US and UK, he studied voice in many forms, live and performance art, theatre, experimental music composition, and collaboration in digital art-making. He has worked with choreographers and dancers, visual and design artists, and research scientists to produce a wide array of performance and installation experiences, which, in recent years, have reached numbers into the hundreds of thousands per year. He also explores the role of the voice and body in performance in his academic writing and was a laureate of the Wellcome Trust Large Arts Awards.

Yvon teaches interdisciplinary performance making and devising; voice, extended voice and voice studies; theories and practices of performance and cultural intervention; topics in performance studies and in performance history; research methods in artistic research; and embodied creative practices, including improvisation.

His research interests include: interdisciplinary voice studies, participatory dynamics in performance, inclusion of diversity in performance and interactive art, queered voicing and queered bodies, performance beyond vision (sound and tactility in performance), biopolitics of performance; collaborative dynamics and creative process; collaboration with scientists; performance futures; experience design.

Dr. Bernadette Cronin BA MA PhD HDipEd, Dip Trans (lol) (Lecturer)

Bernadette is a theatre practitioner-researcher with particular interests in adapting and devising, collaborative process and multi-modal performance making. She is a founder member of GAITKRASH Theatre Company www.gaitkrash.com who make performance work at the intersection between theatre, sound art and visual art. A designated Linklater voice teacher, and a qualified yoga instructor, Bernadette draws in her performance work and in her teaching on both traditional Western and Eastern approaches to actor training to explore the actor's process. She has trained extensively with leading international experts in their fields, such as voice teacher Kristin Linklater and actor trainer in psychophysical process Phillip Zarrilli. She holds a Diploma in Acting from the London Academy of Music and Dramatic Art, an MA (adaptation - novel to film script) from UCC, a PhD (contemporary post-dramatic theatre) from the University of Exeter, and a Diploma in Translation (German/English) from City University London.

Bernadette teaches voice, theatre practice, texts in context and the theory and practice of devising and adapting. She publishes in the areas of contemporary European theatre, and – reflecting critically on her Practice-as-Research work with GAITKRASH – adaptation, devising and collaborative process, and multi-modal performance making.

Prof. Jools Gilson (Professor of Creative Practice and Head of School)

Jools teaches theatre and movement practices as well as critical thinking / writing about theatre and performance. She has a particular interest in interdisciplinary arts practice and scholarship.

Her research and teaching interests cross boundaries between traditional academic scholarship and arts / broadcast practice – She has been a professional choreographer, an installation artist, a broadcaster, a critic and a writer. She was the co-director of the performance production company *half/angel* for 10 years (1996 – 2006) with the composer / digital artist Richard Povall. *half/angel* made dance theatre and installation known for their poetic sensibility and digital innovation. More recently, she makes creative radio (documentaries, features and drama) for RTÉ Radio and the BBC. Alongside this, she publishes in the fields of Feminist Theory, Visual Culture, Gender and Sexuality, Performance Studies, Performative Writing, Somatics and Affect Studies. She is currently doing Professional Training in Hanna Somatic Education.

Jools holds a practice-based PhD in Theatre and Performance Studies from the University of Surrey, and taught performance at the University of Hull and Dartington College of Arts (UK) before coming to Ireland. She taught in the School of English at UCC from 1996 – 2016, where she was Associate Director of the MA in Creative Writing from 2013. Jools was appointed Professor of Creative Practice and Head of the School of Music and Theatre in 2016.

Dr. Marie Kelly MA, PhD (Lecturer)

Marie came to the Department of Theatre (UCC) in 2012 following a long career at the Abbey Theatre where she played a significant role as part of the Theatre's management and creative teams (1993-2001) as well as acting as Head of Casting (2001-2006/7). She has a proficient knowledge of the business of theatre, theatre practice and performance, and the Irish dramatic canon. Taking advantage of this knowledge since leaving the Abbey, she has begun to develop a portfolio in dramaturgy and has increasingly drawn on this in her practice-based teaching and ongoing research.

Marie teaches on dramaturgy; performance analysis and related theoretical approaches; theatre practices under the umbrella of Theatre of the Image (specifically practices arising out of the work of Tadeusz Kantor, Pina Bausch and Robert Wilson). In tandem with this, Marie teaches on the business of theatre and is Programme Director of the new MA in Arts Management & Creative Producing.

Marie researches modern and contemporary theatre and performance; European and American theatre experimentation; a broad spectrum of theories associated with performance analysis and performance studies as well as innovative theoretical approaches such as theories from cognitive science. She is currently Co-President of the Irish Society for Theatre Research and a member of the Board of the Everyman (Theatre), Cork.

Dr. Róisín O'Gorman BA, MA, PhD (Lecturer)

Roisin's work articulates the joint space between traditional scholarship and arts practice. Engaging creative methodologies and movement-based practices from theatre making with the theoretical frameworks from performance studies, she pays attention to that which is overlooked or relegated to the margins of experience and knowledge and how those forms are politically implicated.

She experiments with different modes and work with which to push boundaries in concepts and methodologies by exploring various platforms to discover the best form to support, develop and communicate the research within a given project. Interweaving her work as a Somatic Movement Educator along with creative arts practice and traditional scholarship results in a diverse practice as a scholar and artist that integrates and cross-pollinates these realms.

Her unique background and approach has resulted in arts-based research projects, essays in international journals, book chapters and video essays. This experimental and creative approach continues to evolve and offers new research and teaching/learning possibilities.

Fionn Woodhouse MRes (Lecturer)

Fionn joined the Department of Theatre in September 2014 coming from a practice background working in the fields of Educational and Youth Theatre. Fionn worked with Graffiti Theatre Company for 16 years developing outreach programmes across a range of areas including anti bullying, schools completion, communication, aspiration

raising. Fionn is also an active Youth Theatre facilitator and mentor, setting up UCC Youth Theatre in 2017, and he sits on the board of Youth Theatre Ireland, the national organisation for Youth Theatre.

Fionn teaches and supports teaching delivery across a range of modules including Applied Drama and Theatre, Theatre Production, Cultures of Movement and Place, Internships, Research Placement, Special Studies in Applied Theatre, Performance Technologies, etc. Fionn likes to create active, engaged teaching spaces in which students can immerse themselves in embodied learning.

Fionn's current research interests include Performative Arts Pedagogy, participation in, and impact of, Performative Arts with a focus on youth participation, facilitator/teacher training in a schools/curriculum context and impact of performative training in learning spaces.

Visiting Staff

Lewis Barefoot (Guest Lecturer)

Lewis Barfoot is an Anglo-Irish multidisciplinary artist who makes theatre and music. She graduated from London-based drama school ALRA with a "Critic's Choice" from The Stage in 2002 and has since worked all over the world as an actor, singer, songwriter, theatre-maker, workshop leader and director. Notable performances include Trevor Nunn's "Hamlet" and "Richard II" at the Old Vic, a world tour of 1927's "Animals and Children" and her debut solo show "The History of the Pomegranate".

Much of her work draws inspiration from myth, legend and archetypes: Including the productions "WILD", "Seventh Muse" and "Harvest Fire" which she conceived and directed for BritYMT. Most recently she adapted and directed "The Great Gatsby" at South Hill Park Arts, Bracknell. She is co-director of The Embodied Artists, a company dedicated to nurturing and cultivating embodied creative practise. www.lewis-barfoot-theatre.com & www.lewisbarfoot.com.

Cal Duggan (Guest Lecturer)

Dr Cal Duggan BA, HDip Ed, MA, PhD, (Lecturer). In addition, Cal holds both Licentiate (drama teaching) and Fellowship (performance) diplomas from Trinity College of Music, London. A practicing theatre director, Cal has directed well over 50 productions for many companies in Ireland, as well as her own, Thinking Image. She presents workshops in communication for various post-grad programmes across UCC. Cal is a board member of Cyclone Rep, the theatre-in-education company, specialising in Shakespeare for schools.

Deirdre Dwyer (Guest Lecturer)

Deirdre Dwyer designs Sets and Costumes for theatre, opera, dance and film and also directs and adapts her own work for young audiences. She trained in University College Cork (BA Drama and Theatre Studies and English) and at the Royal Welsh College of Music and Drama, Cardiff (MA in Theatre Design). She participated, as the

Designer, in Rough Magic SEEDS3 and was awarded the first Pat Murray Bursary in 2009. She is a member of BrokenCrow's Theatre Ensemble for whom she has directed her own adaptation of Francis Hodgson Burnett's *The Secret Garden*. She is a founder member of ISSSD (Irish Society of Stage and Screen Designers). www.deirdredwyer.com

Luke Murphy (Guest Lecturer)

Luke has danced with Ultima Vez since 2014 touring internationally in productions of *In Spite of Wishing and Wanting*, *Booty Looting* and *Spiritual Unity* and Punchdrunk since 2009. Luke's work has been supported by various commissions, awards and residencies internationally including Arts Council of Ireland, Cork City Council, CultureIreland, New England Foundation for the Arts National Dance Project, Kaatsbaan International Dance Centre, Pavilion Theatre, Tyrone Guthrie Centre, Irish Arts Centre, Foundation for Contemporary Arts, DanceLimerick, Cork County Council, Tipperary Dance Platform, Tribeca Performing Arts Centre, Duo Multicultural Arts Centre and others.

Luke founded Attic Projects in 2014 as an umbrella for his various independent projects in dance, film and theatre. Luke is the producer and director of The Catch8 Workshop Series in Cork City. Luke trained at Point Park University where he earned his BFA in Dance and English in 2009 and University of Chichester where he earned an MA in Choreography in 2017.

Julie O'Leary (Guest Lecturer)

Julie O'Leary is a Theatre Facilitator and Director, specialising in work that is made for and with young people. Julie trained at University College Cork (BA Drama and Theatre Studies and English), Adam Smith College, Fife (Higher Diploma in Physical Theatre Practice) and University of Glasgow (MLitt Theatre Practices). Applied Theatre and Physical Theatre are at the core of her practice and she has worked as a facilitator and director for a range of companies both nationally and internationally, including The Royal Lyceum Theatre Company, (Edinburgh), The Citizen's Theatre (Glasgow) and The Abbey (Dublin). Julie is also the Creative Learning Coordinator at Graffiti Theatre Company, Cork.

Theatre Artist in Residence 2019/2020: John McCarthy

John has recently completed work facilitated by an Arts Council Theatre Bursary for playwriting and was a mentor on the Young Playwrights Programme 2018. *Finished Once*, and *Ready*, directed by Caitriona McLaughlin, was performed in Cork (CIT School of Music) and Dublin (Irish Theatre Institute) in development (Arts Council project funding). Contact: mccarthyjohnflorence@gmail.com

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BA in Theatre & Performative Practices

We offer both Joint and Single Honours Degrees with International Pathway. In the Second Year of your degree the option of Single Honours Degree comes into effect for those students who decide to apply to take Single Honours.

The wide-ranging cross-disciplinary **Joint-Honours Degree** will provide you with the basis to go on to further work in a wide variety of fields, including the creative and interpretive arts, the media, arts administration, and education. The **Single Honours Degree** furthers your experience in technique and practice in preparation for a more focused career in the performing arts. The **International Pathway** allows for an additional year to study abroad between Second and Final Year.

Aims of the BA degree (Joint and Single Honours)

The specific educational objectives of the CK112 – Theatre & Performative Practices course is to provide you with a range of analytical, informational and creative skills related to the understanding of theatre and drama in all their phases. By the end of the course we expect you to have gained:

- A knowledge of the range and cultural history of theatre in performance and familiarity with a wide range of dramatic literature;
- an understanding of major critical theories and analytical methodologies that apply to drama, theatre and performance;
- an understanding of the different phases, disciplines and modes involved in making theatre performance;
- skills in one or more specialised areas of theatre-making;
- an awareness of the applications of theatre and drama in social and educational contexts.
- an enhanced ability to communicate clearly with others, to express yourself, and work creatively as an individual and as part of a group.

Course Practicalities

Joint Honours Degree

Department of Theatre modules make up 50% of the entire three-year course of study in this programme. In each year students take modules to the value of 60 credits. Joint Honours students take Theatre courses to the value of 30 credits, together with 30 credits from other subjects in the range available in the Arts programme such as English, German, French, Music, Spanish, Italian, Politics and Philosophy (further information at: <https://www.ucc.ie/admin/registrar/calendar/arts/art058.html>).

Joint Honours credit choice:

Year 1:

30 credits Theatre

30 credits in two other subjects (i.e. 15 credits French, 15 credits English)

Year 2:

30 credits Theatre

30 credits in one other subject (i.e. 30 credits French)

Final Year:

30 credits Theatre

30 credits in one other subject (i.e. 30 credits French)

Single Honours Degree

Single Honours students take 50 credits in Theatre modules with a focus on theatre practice and 10 credits in another subject.

A limited number of places will be offered to students wishing to register for Single Honours in second and third year. Places will be allocated based on:

- the outcome of First Year assessments
- students pre-disposition for theatre practice.

Students take 60 credits: 30 of these in Theatre modules in year one, and 50 in years two and three. Other subjects in year one make up 30 credits, and 10 credits in years two and three. See below for example of credit choices:

Single Honours credit choice:**Year 1:**

30 credits Theatre

30 credits in two other subjects (i.e. 15 credits French, 15 credits English)

Year 2:

50 credits Theatre

10 credits in one other subject (i.e. 10 credits French)

Final Year:

50 credits Theatre

10 credits in one other subject (i.e. 10 credits French)

Between the second and final year of the programme, students have the option of taking a practical internship or work-placement with an approved theatre company, or other arts organisation in Ireland or abroad. Internships take place during the summer vacation and are encouraged as part of the programme. Students are responsible for arranging the work-placement in consultation with academic staff and for all costs incurred arising from the work-placement.

Module Selection

Students should look at the Book of Modules on the UCC website for full information on the range of modules available at the Department of Theatre. See <https://www.ucc.ie/admin/registrar/modules/>

First Year: All students enter the programme on a Joint Honours basis and must complete 30 credits in Theatre modules as follows:

DR1005 Performative Writing: Dramaturgy (Part I) (5 credits)

DR1006 Performative Writing: Dramaturgy (Part II) (5 credits)

DR1007 Introduction: Theatre and Performative Practice (10 credits)

DR1009 Performance in Culture (5 credits)

DR1010 Cultures of Performance Practice (5 credits)

Second Year: Joint Honours students must complete 30 credits in Theatre modules from the following list of modules and 30 credits from modules from another discipline.

Second Year: Single Honours students must complete 50 credits in Theatre modules and 10 credits from modules from another discipline.

Second years will choose from a range of the following*:

DR2002 Performative Writing in Contemporary Theatre (10 credits)

DR2009 Cultures of Voicing (10 credits)

DR2012 Cultures of Movement and Place (10 credits)

DR2016 Performance Technologies (10 credits)

DR2019 Applied Drama and Theatre (10 credits)

DR2022 Special Studies in Production (5 credits)

DR2024 Special Studies with Visiting Specialist (5 credits)

DR2027 Theatre and Performative Practice 3 (10 credits)

*Note: not all modules are available each year. You will receive a list of choices from your year coordinator on which options are available each year.

** Note also: Students wishing to take particular modules will need to consult with the Module Coordinator beforehand. Interview with relevant staff in order to be accepted onto module may be required.

BA International complete a year abroad at partner institutions in between Second and Final year. See info below.

Final Year: Joint Honours. Joint honours students must complete 30 credits in Theatre modules from the following list of modules and 30 credits from modules from another discipline.

Final Year: Single Honours students must complete 50 credits in Theatre modules from the following list of modules and 10 credits from modules from another discipline.

Final year will choose from a range of the following*:

DR3001 Practical Internship Work Placement (5 credits) [Taken in summer prior to final year]

DR3009 Special Studies in Theatre Production (5 credits)

DR3013 Final Year Project (20 credits)

DR3015 Performative Writing: Fields of Application (10 credits)

DR3017 Cultures of Voicing: Advanced (10 credits)

DR3018 Cultures of Movement and Place: Advanced (10 credits)

DR3020 Applied Theatre (10 credits)

DR3023 Research Placement (5 credits)

DR3024 In-semester internship (5 credits)

DR3026 Engaging the Profession 1: Theatres & arts organisations (5 credits)

*Note: not all modules are available each year. You will receive a list of choices from your year coordinator on which options are available each year.

** Note also: Students wishing to take particular modules will need to consult with the Module Coordinator beforehand. Interview with relevant staff in order to be accepted onto module may be required.

International Pathway

The BA (Hons) (Theatre & Performative Practices - International) is a four-year Joint or Single Honours programme which enables students of the Department of Theatre to study abroad for a year in an approved University outside Ireland. Students have previously attended universities across Europe (UK, Spain, France, Germany) and North America (Canada and the USA including Berkley, Montana, etc.). This is a great opportunity for students to broaden their educational experience becoming familiar with methods and perspectives in their subject fields internationally. More details at <https://www.ucc.ie/en/international/goabroadwithucc/> and <https://www.ucc.ie/calendar/arts/art026.html>

Calendars, Timetables, Activities

Outline Calendar Departmental Activities 2019

Mon 2 nd Sept	First Year Orientation
Fri 6 th Sept	How We Work Day
Mon 9 th Sept	Teaching Term begins
Mon 9 th Sept	Department of Theatre Tea Party 12 noon Theatre Lab
Weds 11 th Sept	Artist in Residence & Student Sharing of Work 6pm Aula Max
Weds 18 th Sept	Perforum with Anne Clarke
Fri 20 nd Sept	Culture Night
Fri 27 th Sept	Cork Discovers - European Researchers Night
Week of 7 th Oct	Community Engagement Week
Weds 16 th Oct	Perforum with Fiona Kearney
Week of 21 st Oct	Reading Week
Thurs 31 st Oct	Dragon of Shandon Parade
Weds 20 th Nov	Perforum with Lorraine Maye
22 nd & 23 rd Nov	Youth Theatre Practice Symposium
Week of 2 nd Dec	Final Year Production

** Note calendars may be subject to change/modification as term progresses.

Perforum Autumn 2019/20

*Attendance Required

Perforum is an events series hosted by the Theatre Department featuring the work of directors, practitioners, and researchers in the fields of Theatre, Drama and Performance Studies. Students, staff and interested members of the public and wider theatre community in Cork are invited to engage in reflection and discussion with experts in the field. Previous contributors have included: Feidlim Cannon (Brokentalkers), Serge Von Arx, Finola Cronin, Pat Kiernan, Gare St. Lazare, Margaret Pikes, Pat McCabe, Tom Creed, Gerard Stembridge, Aaron Monaghan, Orla Fitzgerald, Pat Kinevane, David Parnell, Julie Kelleher, Conall Morrison, Jimmy Fay, Laszlo Marton, Phelim McDermont, Carol-Ann Upton, Joff Chafer, Melissa Baker, John Calder, Jocelyn Clarke, Gerald Thomas, Michael Keegan-Dolan, Niall Henry, Rionach Ni Neill and Grace Dyas. Perforum takes place in a range of venues including Theatre Development Centre and is co-hosted by resident theatre company Corcadorca.

Field Trips

Field trips & guest lecturers/workshops: Field trips and performance events are a core element of some of our modules. Furthermore, students are strongly advised to avail of **all opportunities** to attend guest lectures and workshops throughout the year. Your

Course/Programme Coordinators will provide you with a list of these activities at the beginning of term.

Co-Curricular Activities

Feldenkrais Method Classes with Susanne Leutenegger:

Classes are on Mondays in the Theatre Lab, UCC, Connolly Building, Western Road. Please be there at 5.50pm for a 6pm start, classes will finish at 7pm. These classes are open to those at beginner level and are free for all Theatre students. The Feldenkrais Method uses **Movement and Awareness** as a way to learn, to change and to continue to develop throughout our lives. For further information contact – theatre@ucc.ie

More info at <https://www.ucc.ie/en/music-theatre/drama/eveningclasses/>

Teaching and Learning Methods of Department

Because we aim to integrate theory and practice, Theatre engages a broad palette of methods of teaching and learning. While occasionally there may be short lectures, the primary mode of delivery follows a seminar or workshop structure. In seminars you are asked to prepare **by closely reading the assigned material** for the class and to be prepared for a variety of in-class work which can include: active discussion, debate, scene-work, and improvised performances. As this structure differs somewhat from strictly lecture-based classes, we strongly encourage you to take notes, ask questions and to reflect on the activities engaged and the material covered in class.

Group work: Theatre making includes considerable group-work and collaboration, which requires you to spend some time reflecting on the challenges and skills needed.

Web-based discussions: Some modules will require you to participate in online discussions and to post material onto the web.

Modes of Assessment

The module coordinator will explain in the module syllabus how you will be assessed. Across the programme you will be assessed in various ways and it is important to keep in mind how you are being assessed in both your creative and academic work. Speak with your module coordinator if you have any questions and make sure that you are clear about what the marking scheme is asking for. This is especially important in creative practice-based work as the assessment may be more multi-layered than in other disciplines. This approach also means that there is a broad spectrum of assessment strategies including: continuous assessment, practical work, performance projects, documentation of process, presentations, and formal written assignments.

Continuous Assessment

This is an important part of the assessment within the theatre department and is based on:

- **Attendance** is based on regularity, punctuality, being physically and mentally ready to start work at the beginning of the session, and not leaving early. As physical presence is fundamental to the functioning and assessment of most Theatre modules, **you are required to attend 100% of your classes**. All absences must be documented (i.e. medical cert or equivalent) and submitted

as soon as possible to admin office. See Codes of Practice below for further details and Student Absence Form.

- **Preparedness** involves doing preparatory reading or other work thoroughly; this includes giving thought to the likely issues that would arise in relation to the work under consideration.
- **Commitment & Concentration** involve (a) the level to which individuals contract fully into the class process in warm-ups, role-taking, discussion, improvisation & debate; (b) the level of individual concentration, focus and energy brought to the work; (c) contribution to group dynamic.
- **Quality of In-class Contribution** offers an assessment of (a) the level of incisiveness, originality, insight in discussion; (b) the quality of response to the arguments of others and to new ideas; (c) quality of creativity in practical work and improvisation; (d) quality of presentation (where relevant); (e) effectiveness in positive facilitation and moving the work of the session forwards.

Writing a Journal and Documentation

Writing a journal and/or documentation is slightly less structured than an essay but it is important to bear in mind the following points.

- Base your journal on your own notes from class and develop those notes.
- Don't merely repeat what was done and said in class but articulate what your understanding of the work is and be able to critique it.
- Compare the work done in class to reading that you have done and to productions you have seen. Refer to other theorists and/or practitioners.
- Play with other forms of illustration such as photos, artwork etc. How are these forms able to better express what you are saying?
- Summarise the work that you have done over the course and detail points of departure and significance. You may want to articulate where this work could take you in the future.
- Still be aware of plagiarism and reference all sources.
- Remember a journal is something that is there for you to refer to in the future.

Portfolio

A portfolio is essentially a representation, an informed and well-organised selection of your documentation that contains edited highlights of your work. Entries are clearly labelled and referenced throughout.

Presentations

Some courses ask you to give a presentation to the group as part of your assessment. This may be done individually or in a group, depending on what the class tutor asks for. This is sometimes a separate mark from the continuous assessment mark. The presentation may be research that you have done in a particular field of drama, or it may be a presentation of creative work. It is possible, at times, to be a combination of the two. In research projects it is again important to reference all sources.

Creative Responses

Courses in the Theatre Department often require performative and creative responses to certain stimuli as part of the continuous assessment of the course. Being creative in nature, the form of these responses is much less strict or structured than that of other forms of assessment within the University. Be sure to discuss and clarify the structure and marking with your module coordinator.

Written Assignments

- These may take the form of a reflexive essay or a more rigorous academic style of essay. Each module coordinator will be available to clarify what type of writing will be appropriate for the given assignment.
- All essays must be typed in 12pt standard font and double-spaced and 1" margins.
- Essays should include a cover sheet with student number, module code, coordinator, essay title and date of submission.
- In all essays, you are required to read and refer to secondary critical sources. If you do not acknowledge any sources you have drawn on whilst researching and writing an essay you may leave yourself open to the charge of plagiarism.
- Take advantage of the skills centre in the Library, they provide a great deal of advice and tutoring for essay writing.
- UCC Skills Centre (<http://skillscentre.ucc.ie/>) provides excellent workshops and mentoring sessions for guidance on essay writing, critical thinking, researching, reading and note taking.

Plagiarism

Plagiarism is the presentation of someone else's work as your own. It is listed under "Cheating" in the UCC Regulations, and defined as "a significant amount of unacknowledged copying". It attracts serious penalties, set out below.

How to Avoid Plagiarism

Part of your work as a Theatre student is to read the critical discussions written by others and published in books and articles, and on the Internet. When you come to write your own essays, however, you must learn how to acknowledge the influence these sources have on your own thinking, while at the same time making sure that what *you* write will be your own. In a university essay it is essential that you distinguish between your own ideas and insights, and those of others. *Never attempt to pass off the ideas of others as your own.* It is your responsibility to have read this section on plagiarism and made sure that you follow: the Department does not accept claims of ignorance or of not having understood about plagiarism.

Here is a suggestion about how to use your secondary reading properly when putting together your essays.

- When you read a critical essay, or a website discussion of a text, and you take notes from it ensure you keep your own drafts distinct from those notes by a

simple technique such as putting the notes in square brackets, or in quotation marks.

- UCC have useful tips on academic skills such as reading and note-taking on this website <https://www.ucc.ie/en/skillscentre/>
- You must provide full references for your sources when writing an essay, whether this is an internet address, a book, or a journal article, and of the page-number in that source. There are many types of sources, including film, journals, and web-based materials.
- There are also software programmes such as EndNote or Zotero (which is a free open-source programme) which can assist you in collating your research materials and can help you change formats as necessary.

Penalties for Plagiarism

An essay which contains a significant amount of plagiarism may attract zero marks. , See UCC Plagiarism Policy here <https://www.ucc.ie/en/media/support/recordsandexaminations/documents/UCCPlagiarismPolicy-November2017>

Referencing Style

Students may use the **Harvard** system of referencing.

It is important to cite everything correctly, including theatre productions, music, photographs, etc. This includes your own work.

The following useful guides are available via UCC Library:

- Pears, Richard and Shields, Graham (2019) *Cite Them Right: the essential referencing guide*. Eleventh Edition.
- Neville, Colin, *The Complete Guide to Referencing and Avoiding Plagiarism* (Open University Press, 2010)
- <http://www.citethisforme.com/harvard-referencing> gives details of the referencing style.

A useful guidebook on grammar and punctuation:

- Strunk, W. and E. B. White, *The Elements of Style* (Allyn and Bacon, 1979)

Finally, be aware it is not acceptable to hand in an essay consisting largely of quotations from critics, even if you have acknowledged them correctly. Your essay must be your response to the text and the question or essay-title you have chosen.

How to Submit Essays

- All essays must be submitted **via Canvas**.
- Generally, assessments should be submitted no later than **4.30pm** on the due date set by your module coordinator. There is an **Assessment Submission Box** located on the ground floor in Muskerry Villas (beside the stairs) for work that must be submitted in hardcopy outside of Admin office opening times.

Late Submissions and Penalties

- Where work is submitted up to and including 7 days late, 10% of the total marks available shall be deducted from the mark achieved.
- Where work is submitted up to and including 14 days late, 20% of the total marks available shall be deducted from the mark achieved.
- Work submitted 15 days late or more shall not be accepted.

Marking System

Grading Scale (Performance):

- 1h: 70-100. Excellent work that demonstrates an exceptionally high quality of research and execution appropriate to the task. The selection of materials, style of presentation, and quality of performance are all exemplary as is the management of performance dynamics and the quality of ensemble. Work at the very high end of the First Honours scale would be expected to show exceptional elements of originality, independence of thought or creativity of response to the task in hand (in addition to meeting the other criteria mentioned).
- 2h1: 60-69. Very good work that demonstrates a high quality of research and execution appropriate to the task. The selection of materials, style of presentation, and quality of performance are all of a high standard as is the management of performance dynamics and the quality of ensemble. There may well be excellent aspects of the work, as well as weaker areas, but overall this is work of a very good standard.
- 2h2: 50-59 Good work with evidence of suitable research. The performance demonstrates a sound understanding and use of the skills and concepts necessary for the task. The selection and organisation of materials, management of group dynamics, etc. is competent but lacks the effectiveness of the higher grades.
- 3h: 40-49 Satisfactory work which demonstrates a sound understanding of the task but lacks some clarity of organisation and/or execution. Work in this category may show poor choice of material, weak management of performance dynamics, poor ensemble etc. On the whole, however, the performance is of a satisfactory standard.
- F: 0-39 Fail. The work demonstrates insufficient research and planning. The selection and organisation of materials is inadequate as is the management of performance dynamics. The overall response to the task through performance is inadequate.

Grading Scale (Written):

- 1h: 70-100. Excellent work that demonstrates an exceptionally high quality of research and execution appropriate to the task. The articulation of the argument, the selection of evidence, and the quality of writing are all exemplary, as is the standard of referencing. Work at the very high end of the First Honours scale would be expected to show exceptional

elements of originality, independence of thought or creativity of response to the task in hand (in addition to meeting the other criteria mentioned).

- 2h1: 60-69. Very good work that demonstrates a high quality of research and execution appropriate to the task. The articulation of the argument, the selection of evidence, and the quality of writing are all of a high standard as is the referencing. There may well be excellent aspects of the work, as well as weaker areas, but overall this is work of a very good standard.
- 2h2: 50-59 Good work with evidence of suitable research. The work demonstrates a sound understanding and use of the concepts and issues necessary for the task. The articulation of the argument, the selection of evidence, and the quality of the writing are all competent but lack the effectiveness of the higher grades.
- 3h: 40-49 Satisfactory work which demonstrates a sound understanding of the task but lacks some clarity of organisation and/or execution. Work in this category may show a poor choice of issues and concepts. The articulation of the argument, the selection of evidence, and the quality of writing may have unsatisfactory elements. On the whole, however, the performance is of a satisfactory standard.
- F: 0-39 Fail. The work demonstrates insufficient research and planning. The selection and organisation of materials is inadequate as is the overall argument. The work may also be inadequately referenced, of insufficient length or poorly presented.

Please note:

- ***These grading scales provide only a general guideline. Individual assessments will have their own specific requirements and criteria. Ensure that you discuss the criteria for each assessment task with your assessing tutor.***
- ***Whilst the First Honours grade goes from 70 to 100, in practice we use a marking range up to 80 or 85. Only in the most unusual and exceptional cases would a mark over 85 be awarded. This is common in arts and humanities subjects.***

Feedback and Mentoring

Feedback is an important element of our teaching strategy and as well as providing written and oral feedback students are encouraged to engage in peer feedback in the course of various class practical work.

In addition, a mentoring system is in operation through year coordinators who will meet individuals or groups in the course of each academic year to mentor or discuss any ongoing concerns.

Programme Feedback

We are committed to student-centred learning and value students' feedback on course quality and design. Students are invited to participate by feeding back via anonymous questionnaire at the end of each term. This feedback helps us to continually refresh our course content and teaching practices.

Codes of Practice

The practice of drama and theatre requires that we all (staff and students alike) respect and mind each other's work and the space that it takes place in. Theatre is a collective experience and we have to rely on each other all of the time. We are all responsible for the creation of a positive working atmosphere. These codes of practice are guidelines in helping to create and sustain that environment. These are codes of good practice and professionalism, concerned with respect for other people, their efforts, and their work, together with concern for everybody's health and safety.

Students Contact and Course Details

All students must fill out a Student Fiche which provides staff of the Department of Theatre with contact information, emergency contact details and students' course module selections. This information is filed by the Theatre Administrator and only staff of the Department have access to same. Please fill out the form supplied by the Theatre Administrator on the first day of term.

Attendance

You are required to attend **all** classes (lectures, seminars, tutorials, rehearsal, study session, field trips, guest lectures etc.). **100% attendance is mandatory.** Failure to do so must be documented (i.e. medical cert or equivalent, submitted to admin office as soon as possible on returning to course). Please see sample Student Absence Form.

NOTE: Students must demonstrate a minimum satisfactory performance in the continuous assessment component of each module by attending the practical sessions at the time and date scheduled, undertaking the final performance / sharing / essay and submitting required documentation for 80% of the class sessions. Students not meeting this requirement will be debarred from the examination in the module and from the Autumn Supplemental Examination in the module.

Under special circumstances, a member of staff may give a student permission to be absent from class without penalty. Examples of such circumstances would be:

- Medical conditions including mental health issues (provided they are covered by medical certificate);
- Personal or family bereavement or crisis (evidence from a GP or other person may be required);
- Absence arising from official representation of the university at events elsewhere.

If you are experiencing difficulties, it is vital that you contact the staff member/s concerned and discuss the situation with them. In the case of prolonged or recurrent

illness, it is important that you keep the Head of the Department fully informed. Bear in mind that staff will do their best to assist you to complete the course but must also respect the course requirements and the rights of other students to be treated equitably. Feel free to approach staff in confidence for information, advice, or referral to the appropriate College services.

Travel and Timekeeping

- Allow enough time for your journey and be on time for classes.
- Be aware that arriving late may compromise your own work and that of the group.
- Keep tutors informed of any unavoidable delays

We are aware that there are timetabling issues which mean that people may be arriving a few minutes after the scheduled start time and may also require people to leave before the scheduled end of a class. This places extra responsibility on you to be in the session as soon as you can and to enter the room causing as little disruption as possible. If you have to leave before the end of a class please negotiate an appropriate time to leave with your tutor.

Mobile Phones

- Mobile phones must be turned off *before* coming into class or rehearsals.
- No phone calls may be made or taken during these periods.
- Remember that not all members of the group may be comfortable with taking photographs of them or of their work. Be mindful and respectful of this, and always ask permission.

Aggressive or Violent Behaviour

- Anyone who acts violently towards another member of the group (staff or student) will be liable to immediate disciplinary action.
- Anyone whose behaviour constitutes harassment of a member of the group (staff or student) will be liable to immediate disciplinary action.
- Anyone who verbally abuses another member of the group, (staff or student), or who behaves in a verbally aggressive manner may be liable to immediate disciplinary action.
- Make a commitment to practise non-violent communication, especially in times of conflict and/or stress.

Sexual or Racial Harassment

- All members of the community have the right to determine their own sexuality and sexual orientation, free from any kind of prejudice or pressure.
- Any kind of sexual or racial harassment is unacceptable and anyone who engages in such behaviour will be liable to immediate disciplinary action.

Physical Contact

- Physical contact is an essential part of theatre practice.
- All contact must be respectful and focused for the sake of the work.

- Let your partner know clearly if you feel uncomfortable with some contact between you. We all have different needs and unless you let others know they may be unaware that they are causing you discomfort.
- Repeated disrespect for other people's boundaries will not be tolerated and may be grounds for dismissal from the course.

Communication

- Direct and open communication is a key to successful learning.
- Allow time for all members of the group to be heard.
- Maintain an atmosphere of respect for other people's views and ideas.
- Avoid destructive gossip and side talk.
- If you have an issue to clear up first address the person(s) concerned (whether staff or student).
- If you need assistance see your module tutor in the first instance. You may also discuss the matter with your year tutor or the course director, as appropriate.
- Please ensure that you have an active email account which you check regularly. Your student email address is a primary form of communication in the department.

Confidentiality

- Any personal material that emerges in the process of the work is confidential and not to be shared with others.
- Remember also that it is your own decision as to how much personal information you disclose to any given group.
- It will be usual to document practical classes, rehearsals and performances using video and photography. These images are not to be distributed whether via Social Media or other means without permission of the person or persons concerned. The distribution of such visual material without permission may constitute harassment or bullying.
- UCC/Theatre may occasionally use images/video taken during rehearsal or performance for promotional or other purposes. Please inform your year head in advance if this is an issue

Housekeeping

- Ensure that all spaces are left clean and tidy for the next class or rehearsal.
- If possible leave the space in a better state than it was in when you arrived.
- Ensure that all rubbish is placed in the available bins or removed from the space.
- No food or drink is permitted in the Theatre Lab or the Granary Studio under normal circumstances. An exception is bottled water with a sports-style sealable cap.

Clothing and Jewellery

- For theatre practice sessions wear comfortable, non-restrictive, clothing (not your everyday clothing). We **strongly recommend** that students bring sweat

pants/t-shirts to change into for practical classes as well as a pair of basic plimsolls or jazz shoes.

- Remove all jewellery, watches, etc. during practical classes.
- Do not wear belts with metal buckles.
- Outdoor shoes must be removed when entering the Theatre Lab (S4), Conn A or the Granary Studio.
- If there is any reason why you may not work in bare feet, please discuss it with your tutor.

Health and Safety

- Each person is responsible for his or her own safety.
- Explore and extend your limits but avoid unnecessary risk.
- However 'easy' the exercise, pay attention to danger signs.
- It's your body; take care of it.
- Alert tutors and/or peers to any injuries, however slight, that may affect your participation.
- Do not indulge in actions that may involve unnecessary risk for others: be aware of the potential consequences of your actions.
- We are all responsible for maintaining a safe and supportive working environment.
- Do not use theatre equipment unless you are both competent and authorised to do so.
- Be aware of where objects in the theatre space may pose a risk of injury to yourself or others.
- If you notice something in a dangerous place, move it if it is safe to do so, or get assistance if not.
- All entrances, exits, and corridors should be kept clear at all times.

UCC Dramat

- Participation in Dramat productions cannot be accepted as an excuse for lateness for class or of coursework submission.
- If you are considering taking part in a Dramat production ensure beforehand that it will not conflict with your course commitments.

Classroom Environment and Conditions

As theatre demands group collaboration it is essential that each member of the group endeavours to foster an open, communicative and positive atmosphere. If something is bothering you please address it immediately as most issues are easily and quickly resolved if dealt with immediately. If anything in the classroom environment (physically or otherwise) is impeding your work or your ability to work please bring that to our immediate attention.

Special Conditions

Please inform us as soon as possible if you have a condition that might prevent you from participating fully in class. If you have any difficulty in performing any task, or if

you have any concerns, it is possible to observe and discuss/develop alternative future options.

If anything arises in the course of a class or over the term that is affecting your work or your ability to work please inform the tutor as soon as possible. If there is anything in the class that you have questions or concerns about again, please speak to the tutor as soon as possible.

Teaching and Learning Facilities

The buildings of the Department of Theatre are clustered around a courtyard between the Mardyke and Western Road, alongside the main campus of UCC in the Connolly Buildings and Muskerry Villas.

Muskerry Villas is home to the offices of the teaching staff in the theatre department and the department administrator. The administrator's office is located on the ground floor. She will be a key contact for essay submissions, booking rooms and general administration.

Rooms and Spaces

Here is a list of rooms and studio spaces in the Connolly Complex. Most classes will take place in one of these rooms.

During your time on the BA you will find yourself needing rehearsal spaces, rooms for meetings, film screenings, etc or just a quiet room to work. Students must book rooms in advance, this can be done through the Theatre Department administrator (Sophie).

Room	Location	Facilities and other information
The Theatre Lab (S4)	Located on the first floor of the Connolly Building, accessed via stairs.	<ul style="list-style-type: none">• Large studio space, large windows with black-out blinds.• Computer and projector.• Basic lighting rig with dimmable power, a selection of rigged lanterns and a basic manual control desk.• There is a storage room accessed with a key which has a sink, kettle, yoga mats and equipment.
The Granary Studio	Located above the Granary Theatre, accessed via stairs through the Theatre Building or	<ul style="list-style-type: none">• Large studio space with large windows.• Marley dance floor.

	within the Connolly building.	
Conn B	Ground Floor of Connolly Building.	<ul style="list-style-type: none"> • Mostly used as classroom with desks. • Semi-sprung floor so possibility to move desks to use space. • Projector and computer. • There is a larger storage room accessed through a key that is the main costume and prop store for the Theatre Dept. Large assortment of weird and wonderful things.
Conn A	Located on the Ground Floor of Connolly Building.	<ul style="list-style-type: none"> • Multi-purpose. Can be used as studio or classroom with chairs. • Floor suitable for movement sessions. • Projector and computer.
Seminar Room	Located on ground floor of Muskerry Villas	<ul style="list-style-type: none"> • Large meeting table and chairs.
Computer Room	Located on ground floor of Connolly building	<ul style="list-style-type: none"> • Computers for student use. • Printer and photocopying for student use (need student card for this) • The UCC IT support website provides full information about the Computer Labs https://www.ucc.ie/en/sit/services/about/
Classrooms	Located throughout the Connolly Complex	<ul style="list-style-type: none"> • Classrooms with computer and projector. • Tables and chairs that can be moved around.
Distillery House	Located across the bridge from Mercy Hospital on North Mall Campus	<ul style="list-style-type: none"> • Classrooms here are generally in less demand in evenings than those in Connolly Complex. • Classrooms with tables and chairs. • Computers and projectors.

The Library

The Boole Library Building is located on Main Campus. The majority of books and journals for Theatre and Performance studies are located on the third floor (Q+3). The Library Website has a comprehensive guide to using the library under 'Library Essentials'. <https://libguides.ucc.ie/libraryessentials>

- The Library is accessed using your student card.
- The Boole Library Building includes the Library Services Desk and IT desk (both ground floor).
- The Special Collections and Archives are located in the basement.
- The Boston Scientific Health Sciences Library is located on the Brookfield Complex.
- Check the library website for up to-date opening hours.
- Use the library website to search for books and journals.
- Ask library staff for assistance if you need it, the information desk is located on the ground floor.
- You have access to extensive online materials and publications as well as to Cork Open Research Archive: <https://cora.ucc.ie/>
- You have access to the resources of other university libraries through inter library loaning.
- For group study or writing sessions you can book library rooms for an hour at a time.
- Endnote training takes place frequently in the library.
- Library tutorials are conducted regularly.
- You have access to a superb online resource called the Routledge Performance Archive via the Library Subject page here <https://libguides.ucc.ie/theatre/gettingstarted>

Inter-Library Loans

- If UCC does not have a specific book or journal, students can request the item through an Inter-Library loan. There is a cost involved of €4-€10.
- Check the library website for updated information. <https://libguides.ucc.ie/interlibraryloans>

IT Services

- There are Computer Labs located throughout the University with printing facilities available. The Boole Basement has long opening hours which can be particularly useful for students. Check the website for full information <https://www.ucc.ie/en/sit/services/about/>
- Contact the IT helpdesk on the ground floor of the library or in the Boole Basement if you have any problems.
- To connect to the Wi-Fi service simply select eduroam from the available Wi-Fi networks and connect. Your username is your UCC Student email address

(e.g. 123456789@umail.ucc.ie) and your password is your Student IT Account password.

- You are entitled to a copy of the following software for use during your study in UCC: SPSS, F-Secure, NVivo and Office 365.
- Endnote X8 is available for Staff and Students on Campus / University PCs – home use is not covered in this licence agreement. Therefore, it is just available on Staff Work PCs or Student Lab PCs.
- With Uprint you can submit your print jobs from your own internet connection, wherever that is, on campus Wi-Fi, all campus networked computers and at home.
- MyTimetable is an online tool which makes creating a personalised timetable quick and easy.
- You can study for the ECDL via your Blackboard account. The ECDL training and testing are administrated by the Computer Training Centre.
- Students can use the automated locker system and their student cards to borrow a laptop for 4 hours.

<https://www.ucc.ie/en/sit/>

The Skills Centre

- Peer tutors and staff members facilitate group sessions, one to one appointments and drop-in sessions.
- They offer a free and friendly place for all UCC students to come and improve their study skills, writing technique and presentation skills.
- Topics for writing sessions include grammar and punctuation as well as sentence and paragraph structure.
- Research students can apply to be tutors subject to availability.

<http://skillscentre.ucc.ie/>

On Campus Information

Eating and Drinking on Campus

Here is a list of all the available places to eat on campus:

Location	Food Served
Café Oasis Ground Floor, Áras Na Mac Léinn	<ul style="list-style-type: none"> • Filled Sandwiches • Soup • Coffee / Tea
Upstairs Café 1st Floor, Áras Na Mac Léinn	<ul style="list-style-type: none"> • Filled Sandwiches • Soup • Coffee / Tea
Club Áras (New Bar) 1st Floor, Áras Na Mac Léinn	<ul style="list-style-type: none"> • Pre-Packed Sandwiches • Full Irish Breakfast • Full Carvery Lunch

	<ul style="list-style-type: none"> • Evening Hot Food • Full Bar • Coffee / Tea
UCC Central (Main Restaurant)	<ul style="list-style-type: none"> • Hot Food • Salad Bar • Coffee / Tea • Sandwiches
Mini Restaurant (above Main)	<ul style="list-style-type: none"> • Filled Rolls • Filled Bagels • Pizza
Staff Restaurant (beside Main)	<ul style="list-style-type: none"> • Hot Food • Salad Bar • Coffee / Tea
ELEMENTS Café (Ground floor, Kane Building)	<ul style="list-style-type: none"> • Soup • Sandwiches • Salads/Snacks • Coffee/Tea
Coffee Dock (O'Rahilly Building)	<ul style="list-style-type: none"> • Pre-Packed Sandwiches • Baked Confectionaries • Coffee / Tea
Seomra Caidrimh (O'Rahilly Building)	<ul style="list-style-type: none"> • Coffee / Tea
Elements West (Western Gateway Building)	<ul style="list-style-type: none"> • Soup • Sandwiches • Salads/Snacks • Coffee/Tea
Bio Café (Biosciences)	<ul style="list-style-type: none"> • Filled Rolls/Wraps/Sandwiches • Panninis • Soup • Pre-Packed Sandwiches • Coffee / Tea
Brookfield Café (Brookfield Health Sciences)	<ul style="list-style-type: none"> • Filled Rolls/Wraps/Sandwiches • Panninis • Soup • Pre-Packed Sandwiches • Coffee / Tea
Lee Maltings (Tyndall Institute)	<ul style="list-style-type: none"> • Pre-Packed Sandwiches • Coffee / Tea
Pharmacy Café (Cavanagh Building)	<ul style="list-style-type: none"> • Pre-Packed Sandwiches • Coffee / Tea
Enterprise Centre	<ul style="list-style-type: none"> • Pre-Packed Sandwiches • Coffee / Tea
Staff Common Room (North Wing, Main Quad)	<ul style="list-style-type: none"> • Filled Sandwiches • Soup • Coffee / Tea

Café Bobo (Glucksman Gallery)	<ul style="list-style-type: none"> • Eclectic dishes produced daily • Can cater for large groups, parties, special occasions
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Shops and ATMs on Campus

Where you can buy stationary, books, etc.

Shop	Goods Available	Opening Hours
Visitors' Centre North Wing, Main Quad	<ul style="list-style-type: none"> • Official UCC Merchandise • Giftware • Cork University Press Publications 	<ul style="list-style-type: none"> • Mon. - Fri.: 9am-5pm • Sat.: 12pm-5pm
UCC Online Shop	<ul style="list-style-type: none"> • Merchandise • Gifts • Books 	<ul style="list-style-type: none"> • 24/7
Lowercase Booke Services Áras Na Mac Léinn Basement	<ul style="list-style-type: none"> • Academic Text Books • Stationery • Book ordering service 	<ul style="list-style-type: none"> • 8:30am - 5:30pm (term time)
Glucksman Gallery Shop Glucksman Gallery	<ul style="list-style-type: none"> • Books • Crafts • Gifts 	<ul style="list-style-type: none"> • Tues - Sat: 10am-5pm • Sun.: 2pm-5pm
Cork University Press Online	<ul style="list-style-type: none"> • Books 	<ul style="list-style-type: none"> • 24 hrs via our online shop
College Gear Áras Na Mac Léinn	<ul style="list-style-type: none"> • UCC Hoodies • Sports Jerseys • Giftware 	<ul style="list-style-type: none"> • Mon. - Fri.: 8am - 5.30pm
Bank of Ireland Áras Na Mac Léinn	<ul style="list-style-type: none"> • Banking Services 	<ul style="list-style-type: none"> • Mon. - Thurs.: 8.30am - 6.30pm • Fri.: 8.30am - 5pm • Sat.: 9.30am - 1.30pm
Bank of Ireland ATMs <ul style="list-style-type: none"> • In Branch • Outside Áras Na Mac Léinn • Boole Basement • Outside Main Restaurant • Brookfield Health Science Complex 	<ul style="list-style-type: none"> • Cash 	<ul style="list-style-type: none"> • Mon. - Fri.: 8am - 11.30pm
An Siopa 2 Below the Old Bar	<ul style="list-style-type: none"> • Confectionery • Pre-Packed Sandwiches • Cold Drinks 	<ul style="list-style-type: none"> • Mon. - Thurs.: 8am-7pm • Fri.: 8am-6pm

An Siopa 1 Áras Na Mac Léinn	<ul style="list-style-type: none"> • Confectionery • Pre-Packed Sandwiches • Cold Drinks • Giftware 	<ul style="list-style-type: none"> • Sat.: 10am-4pm • Mon. - Thurs.: 8am-7pm • Fri.: 8am-6pm • Sat.: 10am-4pm
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Student Life and Student Support

Accommodation

- If you are looking for a place to live, linking in with UCC Accommodation can be very beneficial.
- You are given up-to-date information on current housing availability along with guidelines and checklists for scoping out potential places to live.
- You can choose to receive property alert emails whenever accommodation becomes available that matches what you are looking for.

<https://www.ucc.ie/en/accommodation/>

Disability Support Service

- This is a free and confidential service to all students who register with the Disability Support Service.
- The service provides a range of educational, technological, personal and social supports to students with disabilities and specific learning difficulties.
- The Service hosts numerous information sessions on the Disability Access Route to Education (DARE).

<https://www.ucc.ie/en/dss/>

Fees

- Fees can be paid once per year or in two instalments.
- If you have difficulty paying fees, you should make an appointment with the Fees Office.

<https://www.ucc.ie/en/financeoffice/fees/schedules/>

SUSI (Student Universal Support Ireland)

- Ireland's single national awarding authority for all higher and further education grants.
- SUSI offers funding to eligible students in approved full-time third-level education in Ireland.
- You may be eligible for a SUSI grant. You can check out your eligibility for a SUSI grant here: <https://susi.ie/eligibility-reckoner-app-irish/index.html>

Student Assistant Fund

- The Student Assistance Fund provides financial assistance for full-time higher education students who are experiencing financial difficulties whilst attending college.
- Visits to the office can only be facilitated through appointments. Please visit the appointments section of the website to book a suitable time.

<https://www.ucc.ie/en/saf/>

Budgetary Advisor Service

- This service provides you with "one to one" advice and guidance on managing your money.
- They deliver workshops on budgeting for students, where information and practical advice will be available to you.
- They can assist you in the completion of your grant, scholarship and Student Assistance Fund applications.

<https://www.ucc.ie/en/studentbudget/>

Mardyke Arena

As a UCC full time student you are entitled to:

- Unlimited use of the pool, sauna and steam room.
- Unlimited use of the fitness gyms.
- Free exercise and fitness classes (subject to availability/fixed numbers per class).
- Free access to indoor climbing wall hall.
- Opportunities to achieve professional qualifications in fitness/swimming at a discounted rate (details of such offers as they arise will be highlighted on the website).

<https://www.mardykearena.com/uccstudentfacilities.cfm>

Student Discounts

- There are many student discounts to be availed of around town and beyond, particularly in cafes and clothes shops.
- For theatre students, it is especially important to note the excellent discount at the Everyman Palace Theatre which often provides student tickets for shows at around a third of the full price.
- The discount for students wishing to use Irish Rail is also significant.

International Students

Useful information is provided on website to include:

- Things to remember before you arrive in Cork such as Visa details, key dates to remember, fees, living costs and health insurance.

- Things to remember after you arrive in Cork such as registration, orientation, opening a bank account, working in Ireland and connecting with people.

<https://www.ucc.ie/en/international/studentinfohub/>

Clubs/Societies

Though you will be busy, joining a society can be a great way to meet people and get involved in an activity/hobby you love.

Here is a list of the societies you can join at UCC:

<https://societies.ucc.ie/societies-list/>

And here is a list of the clubs:

<https://sport.ucc.ie/join-a-club/>

Student Health and Well-Being

- The Student Health Centre is free to access for all students.
- If you are worried about a health problem, you can arrange an appointment on 021-4902311 or by calling to the department where the receptionist will arrange a clinic appointment for you.
- At peak times the Department may be so busy as to have a 1 week wait for a routine appointment.

<https://www.ucc.ie/en/studenthealth/>

Student Counselling Service

- If you ever need someone to talk to, you can make an appointment to see a counsellor for free.
- You can attend a Student Development Workshop instructing you how to grow in assertiveness or deal with issues such as bereavement.
- You can link up with a peer support leader if you are new to UCC. A peer support leader is there to provide practical, emotional and social support to students in their first year at UCC.
- UCC Niteline is a listening service for students run by students. They are a non-judgemental, non-directive and confidential listening service that operates via free phone and instant messaging. They are UCC students trained by the Cork Samaritans and are there for any UCC student who needs somebody to talk to.

<https://www.ucc.ie/en/studentcounselling/>

Campus Watch

- Campus Watch will respond to formal complaints from students, members of the community and other stakeholders, in relation to alleged breaches of the UCC Standards of Conduct.

- It is interested in promoting student safety on campus, out and about and at home.
- It endeavours to respond quickly to complaints and concerns in relation to student behaviour.
- When necessary it will provide mediation or even initiate formal student disciplinary procedures.

<https://www.ucc.ie/en/studentexperience/campuswatch/>

Student Advisor and Ombudsman

- The purpose of the post of Student Advisor and Ombudsman is to advise and assist students with the resolution of difficulties, complaints or grievances involving staff or services of the University in an informal manner.

<https://www.ucc.ie/en/studentombudsman/>

Student Union

The SU's main functions are:

- To provide academic assistance to students.
- To provide support to students in need.
- To lobby the University and the government on issues affecting students.
- To provide entertainment on campus.

<https://www.uccsu.ie/>

Life as a Theatre Student in Cork

Outside of your academic studies, we encourage our students to engage with the cultural life of the city.

Venues to keep an eye on:

Where	What to expect	
The Granary Theatre	<ul style="list-style-type: none"> • The UCC Theatre • Work by UCC Dramat 	Student discounts available.
The Everyman Theatre Cork	<ul style="list-style-type: none"> • Local and touring theatre • Music • Pantomime 	Student discounts available with student card.
The Cork Opera House	<ul style="list-style-type: none"> • Lots of music and musicals • Larger scale productions • Pantomime 	Some student discounts available, so keep an eye out.

The Cork Arts Theatre	<ul style="list-style-type: none"> • Lots of Cork based performers and work • Mostly theatre productions 	
The Firkin Crane	<ul style="list-style-type: none"> • Lots of dance performances and workshops 	
The Stack Theatre, Cork School of Music CIT	<ul style="list-style-type: none"> • Theatre and music 	
The Guesthouse, Shandon	<ul style="list-style-type: none"> • Multidisciplinary art venue • Experimental work 	Check website for exhibitions and performances.
Upstairs at the Roundy	<ul style="list-style-type: none"> • Mostly music but sometimes dance and performance art • Experimental music and sound-art 	Supports and promotes Cork-based musicians.
Zolala Klub	<ul style="list-style-type: none"> • Once monthly event • Performance, art, music, sound-art, discussions, food 	Usually takes place in Siopa Gan Anim. Check website.
The Circus Factory	<ul style="list-style-type: none"> • Workshops and performances 	

Student Absence Form

See UCC attendance policy here:

(see: <https://www.ucc.ie/admin/registrar/calendar/general/info014.html>)

Sample Student Absence Form

Students: Please fill out the form and meet with your lecturer as appropriate

Name: _____ **Student No.** _____

Year: _____ **Module(s) affected:**

Names of lecturer(s): _____

Date of Absence: _____

Reason for absence: _____

Document attached: _____