![UCC University College Cork, Ireland — Coláiste na hOllscoile Corcaigh]

The Kit

For incoming students to make the most of the transition into student life!

WELCOME!
to **University College Cork!**

The Kit is an excellent resource for you as a new student to make the transition into student life at University College Cork easy and exciting.

The Kit will help you familiarise yourself with all that the university has to offer, allowing you to step onto campus feeling comfortable and confident in your new surroundings.

The Kit is hosted on UCC's Canvas space which you will have full access to once you register. However, we know how reassuring it can be to learn as much as you can about campus, the supports available, and tips on settling in before you arrive. This PDF aims to give you a preview of all major resources and information included in The Kit - until you get here!

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Part 1
Know Before You Go

UCC

University College Cork, Ireland
Coláiste na hOllscoile Corcaigh

Student Services

UCC Students' Union is the chief representative body for UCC students. This democratic organisation is run by 6 full-time officers elected by the student body
www.uccsu.ie
@uccsu

Student Central, located on the ground floor of the Student Hub, is your first point of contact for academic administration questions. Friendly student advisors offer a triage service answering many administrative and practical questions; if they aren't the right place to be you will be pointed in the right direction!

ACCESS UCC collaborates with students, teachers, families, communities, and businesses, to increase opportunities for underrepresented groups to attend third-level education.
access@ucc.ie

ACCESS UCC is an umbrella for a number of different services within UCC.

These include:

Disability Support, who provide a confidential, professional and accessible service for students with disabilities who need to avail of reasonable accommodations while in UCC. They have a team of advisors who are available to help ensure these accommodations are put in place so you can participate fully in university life.
More info.
dssinfo@ucc.ie

Mature Student Support, whose mission is to support all mature students in UCC studying for full-time undergraduate degrees. They offer a wide range of support and initiatives designed for mature students to enhance their mature student experience.
More info.
mso@ucc.ie

Know Your Finances

Starting college is a very exciting time in your life – leaving home, meeting new people, experiencing new things and furthering your education.
Your student experience can be as exciting and adventurous as you want it to

be. It means more freedom and more responsibility in terms of your studies, and also in terms of managing your money. College life can be expensive if you allow it to be, but with good sensible budgeting practices, you can help keep your expenses to a minimum.

Budgeting is a simple exercise where you sit down and work out what income you will have over a period of time, such as the academic year, and what costs you will incur in this time. Ideally, you want your income to be greater than costs.
If you need assistance there are some handy tips to get you on your way.
More info.

Student Financial Supports and Advice is there to assist you with any questions or concerns you might have around your finances during your time at UCC.
More info.

Student Assistance Fund provides financial assistance for full-time higher education students who are experiencing financial difficulties while attending college
More info.

SUSI

SUSI is Ireland's national awarding authority for further and higher education grants. **SUSI** offers support to eligible students in approved courses at PLC, undergraduate and postgraduate levels and in some cases, to students studying outside Ireland

More info.

The Quercus Talented Students Programme supports and promotes excellence in academia, sport, creative and performing arts, active citizenship, and innovation/entrepreneurship for both prospective undergraduate and students already registered in UCC.

More info.

University College Cork awards 1,000 **scholarships and bursaries** annually to domestic and international students, across all areas of study.

More info.

Accommodation

Finding accommodation can be a difficult process. It is important that you start your search early and familiarise yourself with your rights and responsibilities as a student seeking accommodation. A good place to begin this process and find out all you need to know about **UCC Campus Accommodation**, is at the UCC Accommodation and Community Life website.
More info.

For more information on **Privately Owned Student Apartment Complexes** visit the following link.
More info.

Other forms of accommodation, such as House Shares, are another option. A good place to begin searching for this kind of accommodation is the **Official UCC Accommodation Search Engine**
More info.

When searching for private accommodation, you should be wary of bogus landlords and scams.If in doubt, do not pay a deposit.
More info.

Part 2 - Finding Your Feet

UCC Campus

UCC's Main Campus is located a 15 minute walk from Cork City Centre.

Download a detailed campus map here:
Click here

Getting Here

Bus UCC is well accessible by several Cork City Bus Routes

A downloadable PDF of Cork City's bus services is available here:
Click here

Leap Cards You can get 50% off adult public transport fares with the Young Adult or Student Leap Card. Apply for a Leap Card online here:
Click here

Getting Here

Parnell Place Bus Station is the main bus station in Cork City. It connects Cork to Cork County and the rest of the Country.
More info.

Kent Train Station, located to the east of the City Centre, is Cork's main train station. Here you can access Ireland's national rail network.
More info.

Park and Ride UCC offers a free Park+Ride service, from Pouladuff a number of locations around the city.
More info.

Cycling Cork City's public bike rental scheme houses over 300 bikes at 36 stations throughout the city. For more information on signing up, check out their website.
More info.

UCC Campus

As well as the impressive buildings on the grounds, UCC is also known for its beautiful campus. The tree collection at UCC has joined some of the leading arboreta in the world after being accredited internationally in 2020. **The UCC Arboretum** has a collection of approximately 2,500 trees across the 42 acres of campus.
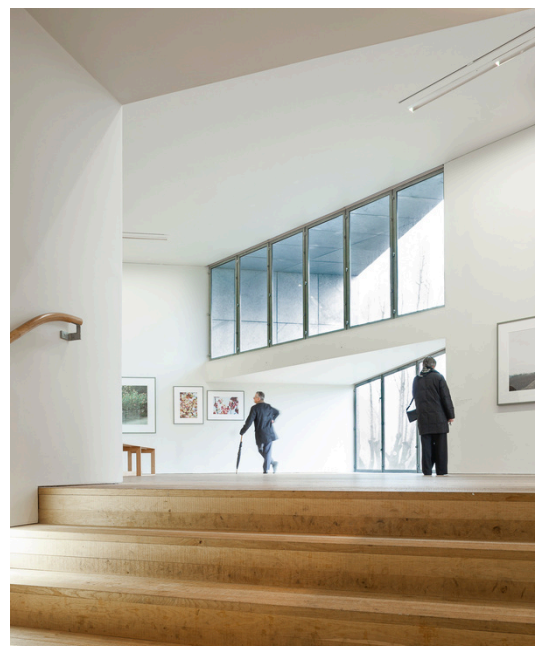
UCC Boole Library is the beating heart of the UCC community, offering innovative services, resources and spaces that align with your learning, teaching and research needs. The Library consists of the Boole Library and branch library Boston Scientific Health Sciences Library. The library's website is a great resource for all your academic endeavours.

More info.

The Glucksman is an internationally recognised art gallery located on campus.

More info.

The UCC Student Hub is an inclusive social space located in the heart of campus which facilitates learning, networking, student interaction, and various student services. The Hub is a space for students to come together and thrive!

The UCC Student Centre / Áras na Mac Léinn is a social space, with shops, cafés, a bookshop, and Hamish's Bar & Bistro where social events are held throughout the year.

Where to Eat

There are plenty of places to eat across campus.
More info.

There are also plenty of cafés located all over campus, in the Studnet Hub, the Student Centre, the Kane Building, and many more!

Life in UCC

UCC Societies provide an outlet for students' talents, creative and social activity; working to the belief that you as a student deserve a university experience that fits you as an individual. As a UCC student, you have access to over 117 societies. You can sign up by logging into the UCC societies and clubs portal with your student credentials to become a member, join the mailing list and view events.

More info.

@uccsocieties

UCC Sport's key priority is to have as many students as possible enjoy sport and be active while studying in UCC. Every student should have the opportunity to get involved in a UCC Sports club regardless of ability or interest. Whether you want to experience something new or commit to your chosen sport, there are lots of opportunities to get involved, with sports clubs ranging from **Aikido** to **Volleyball** and many more in between.

More info.

@uccsport

The Mardyke Arena is a state-of-the-art sports facility located a short walk from Main Campus. the home of UCC Sport and Club activities. Facilities include a **Fitness and Weight Gyms, Saunas and Steam Rooms, 25m Swimming Pool,** and a **Climbing Wall.**

Full-time students may avail of the facilities once they have registered & received their new UCC student identification card without any additional fee.

UCC 98.3FM is an award-winning campus radio station, and the only 24/7 college radio station in the country! If you're interested in news & current affairs, sport, music or even just love to chat, UCC 98.3FM want to hear from you. You can join on your own or propose a show with a group of friends. No experience is needed, all you need to bring is yourself and your voice!
radio@ucc.ie

UCC Express is proud to be the home of high-quality writing, created by students, for students. If you have an article, or just an idea, that you'd like to share get in touch!
More info.
@uccexpress

Motley Magazine is a monthly magazine that focuses on the arts, entertainment & current affairs. Their full-length glossy magazine comes out once a month.
@motleyucc

UCC Campus Watch UCC is committed to creating a safe and secure environment for students and to foster a positive relationship between our students and the wider community. Campus Watch will respond to formal complaints from students, member of the community and other stakeholders, in relation alleged breaches of the **UCC Standards of Conduct.**

UCC Standards of Conduct

UCC requires students to conduct themselves in an appropriate and reasonable manner at all times to ensure:

- Dignity, honesty and integrity
- Respect for all members of Staff
- Respect for fellow Students
- Respect for and adherence to the Rules, Regulations and Policies of the University
- Compliance with the academic processes of the University
- That the University is not brought into disrepute
- Respect for local residents and other members of the general public
- That the views, values and beliefs of others are respected
- That no damage or injury is caused to any person or property
- That the University community is free from intimidation and discrimination

BYSTANDER INTERVENTION

UNIVERSITY COLLEGE CORK

UCC Bystander Intervention Programme at forms part of a strategic response to the issues of sexual misconduct and violence among student populations. The blended-learning approach of the Bystander Intervention programme seeks to not only enhance knowledge and understanding of these issues, but also to lead to attitude and behavioural change across the university.

The aim of the Bystander Intervention Programme is to highlight the danger of normalising and accepting abusive behaviour and through education, inform and empower programme participants to better understand their capacity to intervene as pro-social bystanders.
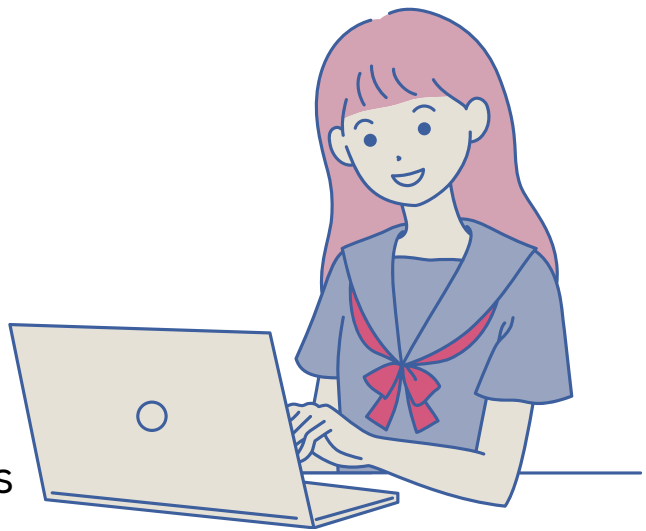
The Bystander Intervention Programme provides students with an understanding of key issues related to consent and the boundaries surrounding sexual assault, rape and abusive relationships. It also enables them to develop key intervention skills which can be utilised in any setting.

The programme is available to all students. Enrol through their website.
More info.

IT Services

IT Services is your one-stop-shop for all things IT. IT Services can assist you on a range of issues, including support setting up your student email, printing, access to Wi-Fi, and Canvas.

More info.
sit@ucc.ie

IT Resources There are computers and bring-your-own-device monitors located throughout the Boole Library and the Boole Basement Computer Lab.
you can also borrow a Chromebook laptop from the UCC Boole Library. For more information on this, you can visit the IT Services laptop loan scheme web page.
More info.

Wi-Fi Eduroam Wi-Fi is available all across campus. Information on how to register your device can be found on the IT Services web page.
More info.

Canvas is a course management system used to support online learning and teaching of all students and staff within UCC. All of your online learning and development will happen on Canvas. You can access Canvas via the UCC Student IT Services website.
More info.

If you are having trouble with your Canvas account, you can visit the Canvas Support page on the UCC Student IT Services website for assistance.
More info.

Part 3
Skills to Add to Your Kit

UCC

University College Cork, Ireland
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![UCC University College Cork, Ireland / Coláiste na hOllscoile Corcaigh | Skills Centre]

The **UCC Skills Centre** is a dedicated active learning space, and academic support unit, based in the Boole Library.

The Skills Centre enhances the student experience through the provision of customised workshops and sessions. These sessions will help develop and enhance students' study skills.

Check out all the services provided by the Skills Centre by visiting their website, or contact them directly for more information.
Click here for the Skills Centre website.
skillscentre@ucc.ie

Academic Integrity is defined as "compliance with ethical and professional principles, standards, practices and consistent system of values, that serve as guidance for making decisions and taking actions in education, research and scholarship".

Ultimately, academic integrity encompasses behaving according to a set of ethical values that are also applicable in your personal and professional lives. These values will help you unlock your potential, take pride in your own work, and set you up for success.

Read up on Academic Integrity **here**:

Career Services is a team of expert Career Consultants who provide you, as a UCC student, access to information, support, and guidance throughout your time at UCC. Graduates can continue to avail of the services on offer for one year after graduation.

More info.

careers@ucc.ie

Part 4
Know As You Go

University College Cork, Ireland
Coláiste na hOllscoile Corcaigh

Part 4 of The Kit aims to provide your with more detailed information around your specific study course, college and school. In Part 4, you will learn all you need to know about the Book of Modules and how to use it. You will also familiarise yourself with the academic Rights, Rules and Responsibilities for you as a student in UCC. This is a very important part and you need to ensure that you take the time to work through it.

While you are waiting for your login details following registration for your course, why not take a look at some of the key information we have included for you in this PDF.

UCC has four colleges and the Adults Continuing Education courses. Within these colleges, there are also different Schools. To explore your particular college and get to know which School your course is part of you can explore this section of The Kit on Canvas when you register. In the meantime, below are the different schools in each college.

What to expect from your degree and programmes:

College of Medicine & Health (M&H)

Below is a list of the 6 different schools within the College of Medicine and Health. You can click on your applicable school to be navigated to the appropriate site for all the information you need.

① School of Medicine
② School of Pharmacy
③ Cork University Dental School & Hospital
④ School of Nursing and Midwifery
⑤ School of Public Health
⑥ School of Clinical Therapies

College of Business and Law (B&L)

The College of Business and Law Medicine is made up of departments and schools in the business and law areas, grouped under the Cork University Business School and the School of Law. You can click on your applicable school or department to be navigated to the appropriate site for all the information you need.

① Cork University Business School (CUBS)
② School of Law

College of Science, Engineering and Food Science (SEFS)

Below is a list of the 9 different schools and departments within the College of Science, Engineering and Food Science (SEFS). You can click on your applicable school to be navigated to the appropriate site for all the information you need.

① School of Biochemistry and Cell Biology
② School of Chemistry
③ School of Computer Science and Information Technology
④ School of Microbiology
⑤ Department of Physics
⑥ School of Engineering and Architecture
⑦ School of Food and Nutritional Sciences
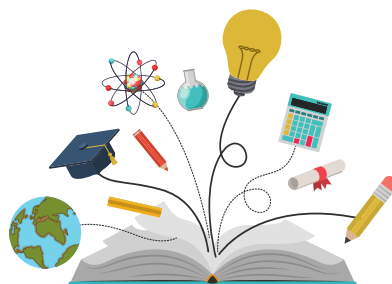⑧ School of Biological, Environmental and Earth Sciences
⑨ School of Mathematical Sciences

College of Art, Celtic Studies and Social Sciences

The College of Art, Celtic Studies and Social Science is made up of 10 schools. You can click on your applicable school or department to be navigated to the appropriate site for all the information you need.

① School of Applied Psychology
② School of Applied Social Studies
③ School of Education
④ School of English and Digital Humanities
⑤ School of History
⑥ School of Human Environment (SHE): Geography, Archeology and Classics
⑦ School of Languages, Literature and Cultures
⑧ School of Irish Learning
⑨ School of Film, Music and Theatre
⑩ School of Society, Politics and Ethics

Adults Continuing Education (ACE)

Adult Continuing Education (ACE) has been offering part-time education programmes to Cork, Munster, and beyond since 1946 and is proud to celebrate over 75 years of educational services to the community.

ACE's ethos is one of equality, diversity and inclusion for all. ACE courses provide access to higher education for adult learners by actively engaging with non-traditional learners and removing barriers to participation. They provide an accessible route into higher education to those who might not otherwise access such programmes due to any number of factors including negative previous experiences of formal education; socio-economic barriers; family, community and personal factors; geographic and cultural remoteness from university; motivation, confidence and awareness of potential benefits and opportunities.

The culture of ACE programmes is to break down these barriers by providing support through community outreach, academic development and pastoral care. Equally, the promotion of wellbeing is core to our mission and philosophy, underpinning our learning objectives and outcomes. To see more about ACE, follow https://www.ucc.ie/en/ace/study/

Book of Modules

What is the Book Of Modules?

This is referred to as the one-stop-shop for module information at UCC. Any module on offer in the current academic year can be located in the Book of Modules. If you have a question about a module for your specific course, it is almost guaranteed that you can find the answer in there. Every year, over the Summer, UCC produces a provisional Book of Modules, which offers an insight into the modules that will be on offer when the upcoming academic year starts.

Before the Semester begins properly, a finalised Book of Modules will be released - this is the definitive source of information on the modules running during the semester.

Finding the Book Of Modules

If you plan on using the Book of Modules, you firstly need to be able to find it. Follow this link. to navigate directly to the Book of Modules.

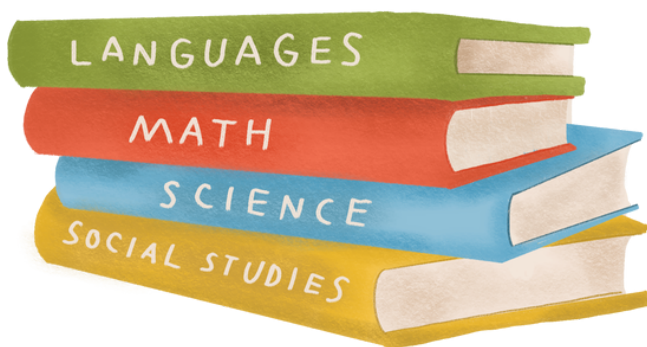Alternatively, if you want to know exactly where to locate it, follow the below steps.
1. Go to www.ucc.ie. and navigate to the 'Courses' tab.
2. Select any course from the list, and scroll down through the page.
3. Eventually, you will find a link that says 'Book of Modules'. All the course pages are laid out more or less similarly, so this should be true for any course you pick!
4. Click on this link to be taken straight to the Book of Modules.

4 Tips - The Book Of Modules

Below are 4 essential tips to keep in mind when using the Book of Modules:

1. Make sure you keep an eye on the assessment and compulsory elements section of a module's page, and try to pick modules that suit your style of learning and working.

2. Familiarise yourself with the Module Content and Learning Outcomes; sometimes modules can have deceptive titles that don't show the full breadth of things covered in the module, not all of which you might be interested in. Similarly, you might find that a module suits you much better than the title led you to believe! It's especially important to check these two sections out for compulsory modules, so you know what you are going to be getting from these.

3. Make sure you understand what teaching methods a module uses, so that you can prepare in advance what you will need for the module, and so you know what will be expected from you during your attendance.

4. Finally, note down the Module Coordinator's name - this is the person you should contact if you have any questions that are not addressed by the Book of Modules.

Transfers, Plagiarism, and Exam Policies

Internal Transfer by application to College/School Office

You can apply to your college office or school/department to change from one course into another within that college/school or to another college or school within the University. This might be changing from Biological and Chemical Sciences into Biological, Earth and Environmental Sciences at the end of first year as you have taken similar modules and want to proceed into a 2nd year stream that is only available in BEES. Information is available by college in the College Calendar.

External Transfers

An External transfer is someone coming from another University into UCC, to a year beyond first year. A student cannot transfer from outside of UCC into first year, you must apply through the College Admissions Office (CAO). or International Office to receive a first-year placement. For more information on external transfers, follow this link.

Marking Schemes

You can find everything you need to know about UCC's marking scheme under the Marks and Standards section in the Book of Modules. Follow this link to navigate to this section. It contains an extensive list of all courses, the grading, how assessment are run and how credits are distributed.

Plagiarism Policy

The main aim of the plagiarism policy is to inform all students about plagiarism. To access and download the UCC Plagiarism Policy, you can follow this link. Remember, the UCC Skills Centre are always there to offer workshops or one to one advice on Academic Integrity. You can also browse our Academic Integrity resources on the Success Zone, where The Kit is also available, once you are registered for your course.

Exam Policy

it is really essential to familiarise yourself with UCC's Guide to Examinations and Assessment. You can access and download the guide by following this link.

Part 5
Setting Your Goals

This section of The Kit focuses on Goal Setting and the importance of setting goals for yourself throughout your time as a student in UCC. This section can really assist you in your goal setting skills to ensure that you to set yourself up for success in your studies.

To personalise your goals, make sure to engage with the Canvas version of The Kit as there are many interactive videos, templates, and ideas for you to go through. For now, why not take a look at some of our tips for Goal Setting:

- Have a symbol for your goal being achieved: Olympians have medals or Personal Best Times to look at or hold. Graduates have a printed manuscript, a diploma to hang on the wall and photos to take in a cap and gown. Consider what the symbol of your specific goal could be and keep that image in mind.

- Ask for help: The importance of asking for help is essential in building a community and support system to achieve a goal. Asking for help with your goal is a real sign of strength and not weakness.

- Have a why: You can do just about everything once you have a good reason, a good why for doing so. This 'Why' must be personal and internal to you. Find your Why. It is what you can hold onto when things become more difficult or challenging.

- Meaning and Discipline: Motivation can get you to the start line of your goal, but it is meaning and discipline over the long term that ultimately gets a person to the end point. Steady, sustainable progression is what makes this happen.

- Be the Hero in your life: The hero mentality is required to achieve anything so why not be your own personal hero?

The Kit

We hope you have enjoyed this preview of The Kit. Remember, this was just a quick sneak peek into some of the fantastic resources that will be available to you once you register for your course. The Kit is available, as are the rest of the resources in the Success Zone, 24/7 to you as a UCC student.

The creators of The Kit are the UCC Skills Centre. Please feel free to come and visit us on campus or contact us at the below information if you have any queries. Our tutors are students too and understand how important settling into university can be to your success. Whether it is your first time in college, UCC, or you are returning after a break in studies - we are here to help.

On behalf of our colleagues across UCC, we are looking forward to welcoming you to campus and hope to see you soon.