



## GRADUATE RESEARCH STUDENTS

### A guide to the help and support available to you

UCD, and the College of Science, aim to provide an educational experience for our students that defines international best practice. If issues arise during your research programme, then there are a range of supports in your School, the College and across the University that are there to provide help when you need it.

## WITHIN YOUR SCHOOL

### 1 SUPERVISOR

- ▶ Academic advice
- ▶ Info on DSP meetings
- ▶ Info on Stage Transfer Assessment
- ▶ Issues with colleagues
- ▶ Issues with funding

### 2 RESEARCH STUDIES PANEL previously DSP/RMP

- ▶ Academic advice
- ▶ Credit/Module advice
- ▶ An independent support for supervision issues

### 3 SCHOOL OFFICE

- ▶ Supervision issues
- ▶ Module registration
- ▶ General advice

### 4 SCHOOL GRADUATE CO-ORDINATOR

- ▶ Supervision issues
- ▶ Other issues

*If you are unsure of who this is, please ask your School Office*

## WITHIN YOUR COLLEGE

### 5 STUDENT ADVISER

- ▶ Assists students in finding pathways to deal with personal, social, and emotional issues

716 2271  
catriona.keane@ucd.ie

### 6 GRADUATE SCHOOL

- ▶ Registration issues (after visiting School Office)
- ▶ Supervision issues

716 2633  
ciara.cloak@ucd.ie

If you're not sure where to start then feel free to contact your School Office or Graduate School

## WITHIN UCD

### 7 MEDICAL CENTRE

- ▶ The Student Health Service provides on-campus medical, psychological and psychiatric care to registered students of the University

716 3134  
www.ucd.ie/stuhealth

### 8 COUNSELLING SERVICES

- ▶ Confidential service staffed by professionally qualified psychologists and counsellors

716 3134  
www.ucd.ie/studentcounselling

### 9 STUDENT UNION

- ▶ Help, advice and an advocacy service

716 3108  
graduate@ucdsu.ie

### 10 ASSESSMENT APPEALS OFFICE

- ▶ Formal review of a decision of an academic body charged with making decisions concerning student assessment, progression or award

716 7132  
assessment.appeals@ucd.ie

### 11 CAREERS ADVICE

- ▶ The Career Development Centre has a dedicated Careers and Skills Consultant for graduate research students

716 7520  
ger.lardner@ucd.ie

### 12 STUDENT DESK

- ▶ Official Documents/Transcripts
- ▶ Fee queries
- ▶ Student card queries

716 1555  
www.ucd.ie/students/studentdesk/contact.html

If you have an out of hours emergency then please ring  
716 7999  
(First Response)

www.ucd.ie/students/support