



MTU

Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

A guide to accessing MTU Disability Support Service supports - Cork campus

2022/2023

www.mycit.ie/dss



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Welcome

If you are a new student or are already studying in MTU you may need to contact the Disability Support Service (DSS) if you feel like you may need some extra support due to your learning difference, disability or health condition. This guide will give you valuable information on the DSS and how to apply for supports/reasonable accommodations and access these in university.

The DSS supports full-time and part-time students across all of MTU Cork campuses, and our supports are available both remotely and on campus.

Make sure to check the DSS website for the most up to date information throughout the year: **www.mycit.ie/dss**

If you have any queries at any time, please e-mail **dssCork@mtu.ie**

Laura Coleman

Disability Support Officer



Marian O'Mahony - Postgraduate Student

"Since I started in MTU, I would be lost without the support and encouragement of the college... I know that my own determination and the support I receive in MTU will lead me to a greater potential in the future."

Who works in the Disability Support Service?



Laura Coleman

Disability Support Officer
Access Service

Tel. 021 433 5107

Text: 087 177 6755

E-mail: dssCork@mtu.ie



Ruth Murphy

Disability Projects Coordinator
Access Service

Tel. 021 433 5137

Text: 087 138 9772

E-mail: dssCork@mtu.ie



Mary O'Sullivan

Disability Projects Coordinator
Access Service

Tel. 021 433 5109

E-mail: dssCork@mtu.ie



Contacting the DSS:

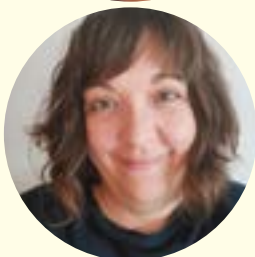
We recommend that you send all queries to the main DSS email dssCork@mtu.ie

It is the quickest and easiest way of reaching the DSS. This email is monitored by DSS staff throughout the year and is confidential.

**Fiona Downey**

Learning Support Coordinator

Assistive Technology Service

Tel. 021 432 6744**E-mail:** fiona.downey@mtu.ie**Jessica Amberson**

Learning Support tutor

Crawford College of Art & Design/
Cork School of Music/Cork Centre for
Architectural Education**E-mail:** jessica.amberson@mtu.ie**Barbara Hempel**

Learning Support tutor

National Maritime College of Ireland

E-mail: barbara.hempel@mtu.ie**Mark Burleigh**

Assistive Technology Officer

Assistive Technology Service

Tel. 021 433 5125**E-mail:** mark.burleigh@mtu.ie**Julie O'Donovan**Disability Transitions Programme
Coordinator

Assistive Technology Service

E-mail: JulieA.ODonovan@mtu.ie

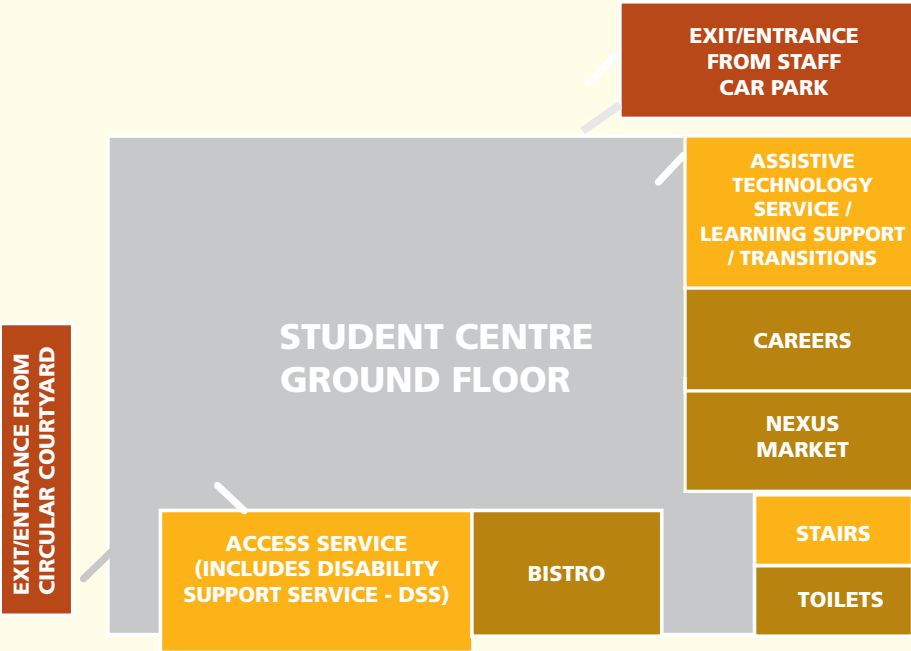
Where is the DSS?

The DSS provides support to students across all MTU Cork campuses both remotely and in person.

The DSS office is in the Access Service which is located on the ground floor of the Student Centre, Bishopstown Campus. The DSS includes the Assistive Technology Service, Learning Support, and the Transitions Programme, also based in the Student Centre.

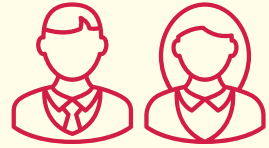
DSS Learning Support tutors are based in Cork School of Music, Crawford College of Art & Design, and the National Maritime College of Ireland.

Map of Student Centre, Bishopstown Campus



Who does the DSS support?

The DSS currently supports over 1000 full-time and part-time students with learning differences, health conditions, and disabilities such as:



- ✓ Autism Spectrum
- ✓ ADD/ADHD
- ✓ Blind/Vision impaired
- ✓ Deaf/Hard of hearing
- ✓ Development Coordination Disorder (dyspraxia/dysgraphia)
- ✓ Mental health conditions, e.g. depression, bipolar, anxiety
- ✓ Neurological conditions, e.g. epilepsy, brain injury
- ✓ Significant ongoing illnesses, e.g. diabetes type 1, cystic fibrosis, chronic fatigue
- ✓ Physical disability, e.g. arthritis, cerebral palsy
- ✓ Specific learning differences (including dyslexia and dyscalculia)
- ✓ Speech and language communication difficulty

Meet some DSS students



Emma Barrow
Social Care Work student

"Having the support releases a lot of pressure from me... I wouldn't be where I am today without these supports. I have a hidden disability but I am very proud being a deaf person. I have the best of both worlds!"



Seán O'Shaughnessy
Hospitality Studies graduate

"Early DSS orientation was beneficial to me, I had an opportunity to explore the campus before the rest of the students returned. The lecturers in MTU are always on hand to help or to answer any questions. There is always help!"



Nisha O'Mahony
Nutrition and Health Science student

"I got into MTU thanks to the DARE scheme. I use the Assistive Technology lab. I find using a laptop a lot easier than writing in exams and having the extra time also helps a lot."



Richard Cross
Creative Digital Media graduate

"The DSS team have been fantastic, they helped me prepare for my Erasmus year in Austria and helped me whenever I reached out to them."

Disclosure

Does MTU need to know that I have a learning difference/health condition/disability?

If you need any supports for your studies, you should apply for DSS supports/reasonable accommodations when you start studying in MTU. Students can also apply to the DSS at any point during their studies.

IMPORTANT: If you need an academic personal assistant, sign language interpreters, access to campus/buildings, or mobility training please e-mail us for an early needs assessment in July/August or well in advance before starting university.

DARE

If you applied to DARE through the CAO, the DSS will receive your information and documents but you still need to apply to the DSS for supports. Students who received DARE reduced points places must apply to the DSS. Please note some MTU courses have a medical test as an entry requirement, e.g. some NMCI degrees and Global Business and Pilot Studies.



If you were not eligible for DARE, you can still apply for DSS supports.



Confidentiality

The DSS is a confidential service and we do not share any of your information your application, or any other aspect of your academic progress or supports with anyone outside the DSS without your consent - this includes lecturers, college staff, parents/guardians, support workers, etc.

If you wish to use DSS supports such as exam supports etc., you will be asked to agree to share this information with the relevant MTU staff/ departments.

Your documents are stored securely in the university's DSS/ secure document storage in compliance with Data Protection legislation with access only to authorised DSS staff.

If you disclose information to the DSS which may be considered to put us on notice of a serious health and safety risk to you and/or other students/staff, the college has a legal duty of care to ensure that you and/or other students/ staff are safe. In this case we may need to share this information but we would ideally speak to you first.

Parents/Guardians/Support workers' queries

We welcome general queries from parents, guardians and support workers and we appreciate their role in supporting the student. As MTU students are over the age of 18, we cannot disclose any information about a student without their permission.

Students must give advance consent to the DSS to discuss any aspect of their DSS application, academic progress, etc. with a third party on each occasion in writing from their MTU student email. Parents / guardians / support workers can support the student by encouraging them to contact the DSS, lecturer or other support services when needed.

How do I apply for supports?

If you wish to apply for supports/reasonable accommodations for lectures, exams, etc. from the DSS, you need to take three steps:



1

STEP 1 Fill out the Online Application Form

The online DSS application form is available from September at www.mycit.ie/dss - under Applying for DSS supports

You can e-mail us to request it in an alternative format, or if you are having any difficulties filling out the form.

2

STEP 2 Provide supporting documents

Email a copy of your documents that gives evidence of your learning difference, disability, or health condition to dssCork@mtu.ie if you have not sent these already to the CAO/DARE.

3

STEP 3 Needs Assessment

You will receive a needs assessment document to your MTU student email which confirms your reasonable accommodations/supports. You will have the option of meeting a DSS staff member to discuss this in more detail.

IMPORTANT: You must fully complete your DSS application for supports before certain dates in order to request exam supports for end-of-semester exams or Craft apprentice exams.

Documents needed for my application

You must give us evidence of your learning difference, disability or health condition in order for the DSS to confirm your supports/ reasonable accommodations. We have access to your documents if you sent them to the CAO/ DARE. You may need to give us more documents if you have new/ updated reports, or if we need more information.

Specific learning difference
(e.g. dyslexia or dyscalculia)

Full educational psychologist report OR evidence of a history of a specific learning difference and receiving support from your school/college

Dyspraxia (DCD)

Full occupational therapist/
OR evidence of a history of DCD and receiving support from your school/ college

Health conditions
or disabilities

Report or letter from the appropriate consultant or specialist detailing the diagnosis, type, and extent of the health condition /disability and supports/ treatment. A GP/other health professional letter with the same level of detail may also be accepted.

For more details, please check www.mycit.ie/documents-needed

Needs Assessment and Requesting Supports

Once you have received your needs assessment document you can use it to inform your lecturers of your reasonable accommodations and/or request supports. You should also follow the instructions from the Examinations staff on your campus about requesting exams supports by any deadlines they have set.

Your needs assessment document and email may advise you to engage with specific support, such as Learning Support or Assistive Technology, and **it is YOUR responsibility to engage with these supports and with the DSS.**

You can review your reasonable accommodations/supports at any time during your studies. It is also important for you to notify DSS at the start of every semester/year if your existing supports need to be reviewed, and ensure the information given to the DSS is up to date.



MTU student e-mail

You need to check your MTU student e-mail regularly as this is the main way the college and the DSS will contact you about important college and DSS information, and deadlines. The DSS can only email you via your MTU student email due to the university data protection guidelines.

Craft Apprentices

Craft apprentices are welcome to apply for DSS supports/reasonable accommodations.



- You will need to fill out the online DSS application form on the DSS website.
- You need to e-mail us a copy of your documents by the dates below in order to access exam supports and other DSS supports.
- If you accessed MTU Cork campus DSS supports before, such as in Phase 4, you do not need to fill out an application form again. Please email dssCork@mtu.ie to inform us that you wish to access supports for this year by the relevant dates below.

Phase 4/6 blocks

DSS application deadlines for exam supports

September – December block

Friday 21 October 2022

January – March block

Friday 3 February 2023

April – June block

Friday 12 May 2023

Once you have your needs assessment – we will inform the Disability Examination Supports Administrator, in the Examinations Office who will organise your exam supports.

Examinations Office, Melbourn Building, MTU Cork

Tel: 021 433 5090

E-mail: examsdsscork@mtu.ie

Incoming Erasmus/ International Students to MTU

If you are coming to MTU on Erasmus study exchange/internship or as an International student and need DSS supports you should contact us well in advance before you arrive in Ireland for your study. **Please note that MTU DSS supports may differ from those you receive in your home institution.**



You should ask your home institution to fill out a **MTU DSS Statement of Support form** to confirm what supports you receive there – please e-mail us for this form. You will also be asked to provide us with copies of your documents in English (certified translation) as evidence of your learning difference, disability or health condition.

Erasmus students

If you have a disability, you may be able to apply for Erasmus+ funding through your own university's Erasmus Office / Disability Service for additional costs of personal and academic supports while in Cork, such as a personal assistant, aids and equipment, adapted accommodation, travel assistance, and medical attendance. Outgoing MTU Erasmus students can access this funding through MTU - see page 31.

- **Erasmus funding information:** <https://tinyurl.com/ya8tvn7n>
- **MTU Erasmus Office:** <http://international.cit.ie/erasmus/incoming>

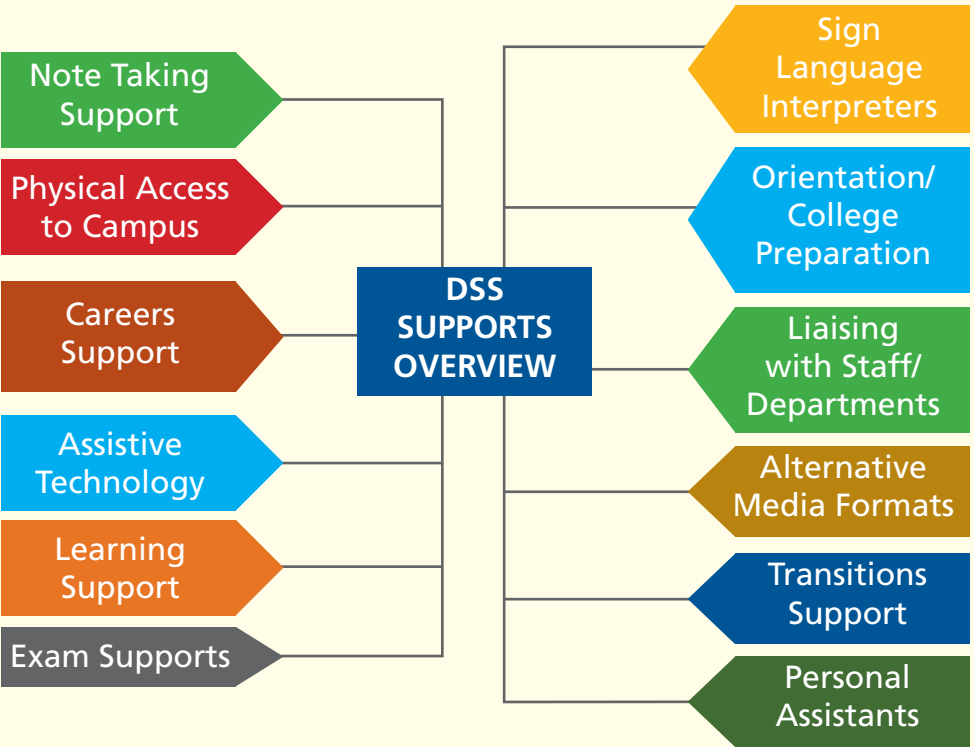
International students

You may need to make a financial plan which includes additional disability related costs and investigate any funding that may be available to cover these extra costs.

- **MTU International Office:** <http://international.cit.ie>
- **Graduate Studies Office:** Graduate.StudiesCork@mtu.ie

DSS Supports overview

The DSS has a range of supports which are designed to be enabling and to equip you with the necessary skills and knowledge to become independent learners. They can help you reach your full academic potential, and are transferable to the workplace.



We will confirm your supports/reasonable accommodations in your Needs Assessment document which can be reviewed at any time.

Assistive Technology

Assistive Technology (AT) is software or equipment that can help you with your learning and access your lectures and notes such as:



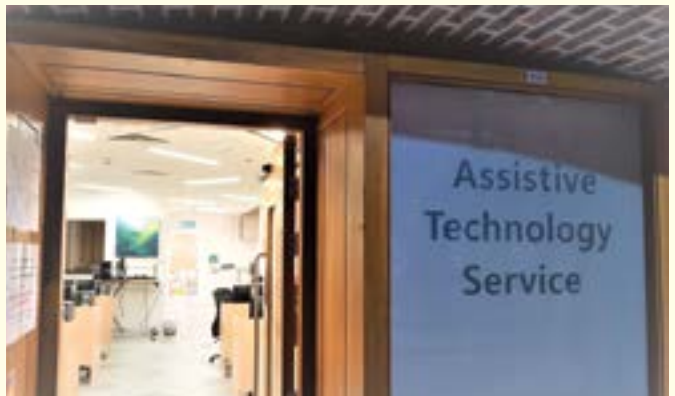
- Proofreading / Mind-mapping / Reading software
- Apps for phones and tablets
- Typing training
- Recording devices / apps / software (use with lecturer permission)
- Digital magnifier technologies
- Hearing support technologies
- Speech to text software

What is the DSS Assistive Technology Service (AT Service)?

The AT Service includes a dedicated computer lab in the Student Centre on the Bishopstown campus (see page 6).

The computer lab is only available to DSS students and you access it with your student ID card. The lab has computers, study space, a printer, and a scanner for scanning notes and handouts, plus a bookable room for voice-to-text software use.

There is also reading/ proofreading and mind-mapping software available on open access/library computers in the different campuses. You can also download some of these remotely.



Assistive Technology support and training

Mark Burleigh is the full-time DSS Assistive Technology Officer. He is available for an Assistive Technology assessment/training if this is recommended in your DSS Needs Assessment. He runs training workshops during the year and manages any equipment that you might be loaned by the DSS.



Mark Burleigh
Assistive Technology Officer

Meets students by appointment Monday to Friday
9.00am - 5.00pm.

E-mail: mark.burleigh@mtu.ie **Tel:** 021 433 5125

Assistive Technology Service, ground floor,
Student Centre, Bishopstown campus.



DSS Assistive Technology online guides

www.youtube.com/user/AccessATS

The AT Service YouTube channel provides online guides and training that students can access at any time around their Assistive Technology software or equipment.



AT Service Twitter:

https://twitter.com/ATS_MTU

Learning Support

The DSS Learning Support works with DSS students to develop their academic and study skills for their assignments, reports and research. This is done in small groups, workshops, and one-to-one appointments where appropriate.



Learning Support works closely with Assistive Technology to enable you to use the tools to study independently, and to develop your skills in:

Planning and structuring assignments	Academic writing skills	Quoting, referencing and plagiarism
Taking good notes	Managing deadlines	Exam and revision techniques
Presentation skills	Reading and research	Essay writing

Learning Support tutorial videos are available for students to access at any time on the DSS Canvas module and at: www.mycit.ie/dss

Students are also advised to check their individual modules for their course to see the kinds of assessments, exams, and coursework that are involved in each module at <http://courses.cit.ie>

Who do I contact for Learning Support?

📍 Bishopstown Campus



Fiona Downey

DSS Learning Support Coordinator

Meets students by appointment Monday to Friday
8.30am - 4.30pm.

E-mail: fiona.downey@mtu.ie **Tel:** 021 432 6744
Assistive Technology Service, Student Centre, Bishopstown.

📍 Crawford College of Art & Design

📍 Cork School of Music

📍 Cork Centre for Architectural Education



Jessica Amberson

DSS Learning Support tutor

Meets students by appointment on Mondays and
Tuesdays.

E-mail: jessica.amberson@mtu.ie

📍 National Maritime College of Ireland (NMCI)



Barbara Hempel

DSS Learning Support tutor

Meets NMCI students by appointment on
Thursdays.

E-mail: barbara.hempel@mtu.ie

Careers Support

The MTU Careers Service offers individual careers supports to students:
www.mycit.ie/careers

Ready Steady Work

The MTU DSS and Careers Service have worked with DELL Technologies to create an award-winning short professional career readiness programme for DSS students in partnership with 2022 employer partners DELL Technologies.



By taking part students will have:

- a direct line of engagement to employers
- access to expertise in Careers and Disability Support Services
- access to ring- fenced placement positions, summer internships and employer partners

www.mycit.ie/ready-steady-work

Specialisterne support



Autistic DSS students going on work placement can access one-to-one support with Specialisterne Ireland when securing their placement in semester 1, and when they are on placement.

Specialisterne Ireland is a specialised recruitment service for neurodivergent individuals and offers this programme of support to DSS students for free.

www.mycit.ie/specialisterne-ireland



Transitions Programme

The Transitions Programme is available to autistic DSS students during their first year in university.

The Transitions Programme Coordinator, Julie O'Donovan, can provide information, guidance and support on what to expect in the university learning environment.

We call this **One to One Support**. Students can connect with Julie in person, by video call or email.

Examples of conversation topics:

- Getting to know your campus.
- Communicating with your lecturers.
- How to use your needs assessment.

The PREPARE guide will give you more information and is updated each year: www.mycit.ie/prepare



Julie O'Donovan

Transitions Programme Coordinator

Assistive Technology Service, ground floor,
Student Centre, Bishopstown campus.

E-mail: JulieA.ODonovan@mtu.ie

The Transitions Programme is part of the SOAR Project (www.soarforaccess.ie) which is an inter-institutional collaboration on access. It is supported by the PATH (Programme for Access to Higher Education) Strand 3 fund from the HEA and Department of Further and Higher Education, Research, Innovation and Science.

Other DSS Supports available



If you need any of the following supports – please contact the DSS well in advance before university starts, as arranging these supports can take some time.

Alternative media formats –



Students may need their course material, books, etc. in alternative media formats such as large print, alternative electronic format, Braille, and audio versions.

Parking and Transport –

Students with physical disabilities or mobility difficulties may require access to parking on campus with their EU parking permit, or support with transport to access their campus.



Academic Personal Assistant –

Students with physical disabilities or mobility difficulties may require an assistant for tasks such as carrying bags, accessing buildings, or some personal care.



Mobility training –

Students with visual loss may require mobility training around their campus.



Access around campuses – Students with mobility difficulties may have specific requirements in order to access rooms with stairs, access lifts and/or buildings.

Note: Class timetables with room details are only available just before the start of each semester.



ISL Interpreter/Speed text –

For students with hearing loss to access their classes/lectures and exams.



Examination Supports deadlines

You may be entitled to access exam supports, such as extra time, entitlement to type an exam, use of reading software, or a smaller shared exam room, which are confirmed in your Needs Assessment document. With your permission, the DSS will inform the Examinations staff in your campus of these supports.

End-of-semester exams DSS application deadlines

You must have your needs assessment by the dates below in order to request exam supports for end-of-semester (final) timetabled exams. This applies to students in all Cork campuses.

Semester 1 exams	Friday 11 November 2022
Semester 2 exams	Thursday 16 March 2023
August (repeat) exams	Friday 7 July 2023

If you have a needs assessment after these dates - you may be able to access extra time but other supports will be accommodated in the next examination session.

Students with temporary disabilities such as broken hands should contact the Examinations staff in their campus directly to see what supports are possible.

The Examinations website has information about the exam dates, online exam timetables, appeals, past exam papers at www.mycit.ie/examinations

Examinations at university

There are two main kinds of examinations in university. You can have a timed Assessment and/or an End-of-Semester Examination.

Timed Assessments typically happen over the course of the semester. They tend to be shorter examinations such as MCQs (multiple choice questions) or short exams. They are usually run by student's lecturer or department in the class or lecture room. Some lecturers may book an exam hall for a timed assessment.

End-of-Semester Examinations are usually 2-hour exams that take place at the end of each semester, or in August. They are co-ordinated by the Examinations staff on your campus. They usually occur in the main examination venues on campus, but could be online.

There may be different procedures for requesting exams supports either directly from your lecturer or from Examinations staff - please check your MTU student e-mail for the most up-to-date information.

If you have any queries, please check with the Examinations staff in your campus (see next pages).

Assistive Technology in exams

If you are entitled to use assistive technology such as reading software – you should download and practice using this in advance of any test or exam. Please use the Accessibility Tools document prepared by the Assistive Technology Officer. Software installation and training guides are available on the DSS website: www.mycit.ie/dss If you have any questions about the links or software please email mark.burleigh@mtu.ie

Bishopstown campus exams



Shane Falvey

Disability Examination Supports Administrator
Examinations Office, organises DSS exam supports for final exams and assessments in Bishopstown campus.

E-mail: examsdsscork@mtu.ie **Tel.** 021 433 5090

Please check your MTU student e-mail for updates on requesting exam supports for exams throughout the year.

Requesting supports for end-of-semester exams

End-of-semester exams on the Bishopstown campus are final exams are timetabled by the Examinations Office. To request exam supports, such as reading software, entitlement to type an exam, or a smaller/separate room, you must follow the instructions sent by the Examinations Office on how to request these by the deadlines sent to your MTU student email. Students with extra time only can use this support in the main exam venue by bringing along a copy of their needs assessment document with them.

Requesting supports for in-class written assessments

In-class tests/assessments are run by your lecturer/department. Most DSS students sit these without supports or just extra time after requesting this from their lecturer with at least 1 week's notice.

If you wish to use reading software, entitlement to type an exam, or a smaller/separate room for in-class written assessments on campus, you need to fill out the assessment online request form with 1 week's notice: www.mycit.ie/examinations/support

If possible, the Examinations Office will assist depending on room availability and other resources.



Cork School of Music (CSM) exams

The Full-time Student Administrator is responsible for organising exam supports for Cork School of Music DSS students.

E-mail: CSM.FullTimeCoursesCork@mtu.ie **Tel.** 021 480 7309

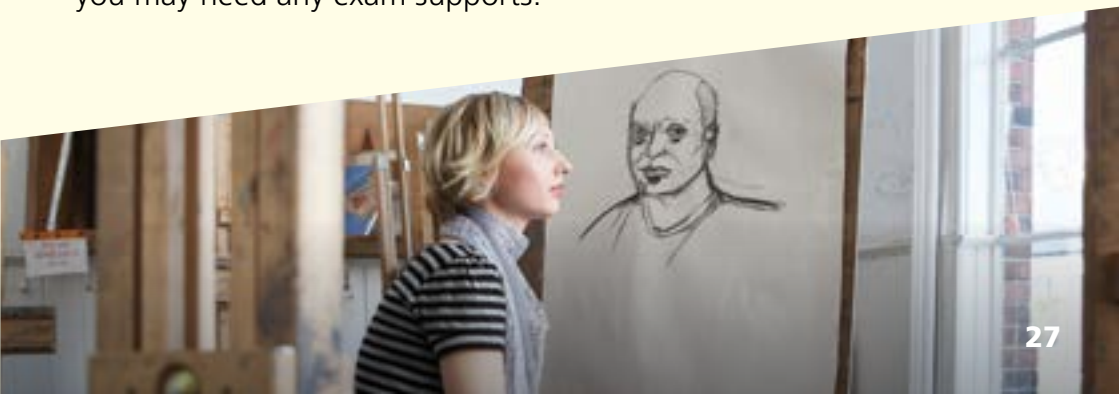
If you need exam supports for your end-of-semester exams you must e-mail the Cork School of Music email above to request these with as much notice as possible for each set of exams. You must include the details of the time and date of exam(s) and the support(s) being requested. If you don't request these by the deadline outlined in any exams e-mail, your request may not be able to be facilitated.

If you have in-class written tests and you need exam supports, you should speak to your lecturer first well in advance to see what is possible, as sometimes students find extra time is enough.

Crawford College of Art & Design (CCAD) exams

Crawford College of Art & Design students do not usually have official exams, however, you may have an Art History test in first year.

Please speak to your lecturer well in advance if you think you may need any exam supports.



National Maritime College of Ireland (NMCI) exams



For students studying the Bachelor Degrees in Nautical Science, Marine Engineering, and Marine Electrotechnology, the Department of Transport (DOT) is the regulatory body that accredits the associated professional qualifications. Different regulations apply regarding exam supports for students taking NMCI written examinations, for the purpose of attaining these associated professional qualifications (i.e. Certificate of Competency).

The DOT Marine Notice No 65 of 2013 outlines the exam accommodations allowed for students with dyslexia:

<https://tinyurl.com/DOTdyslexiapolicyexams>

This includes:

- **10 minutes per hour extra time allowance and use of acetates or tinted film if required. The extra time may be allowed in the main venue or a separate centre – this will be decided by the NMCI.**
- **Allowances for spelling errors and composition of passages are also allowed if the meaning of the answer is clear to the examiner.**
- **The use of a reader, scribe or laptop is not allowed.**

If you apply to the DSS for exam supports, the information is confidential and is sent only to Capt. Sinéad Reen, and the NMCI Examinations Secretary with your permission.

Theresa Brien, NMCI Examinations Secretary

E-mail: theresa.brien@mtu.ie

Tel. 021 433 5645

If you have any questions please contact, in confidence, the DSS or **Capt. Sinéad Reen, Head of the Department of Maritime Studies**

E-mail: sinead.reen@mtu.ie

Tel. 021 433 5612

Academic Learning Centre

Free drop-in subject classes in maths, business, science, engineering, computing and IT/academic skills.

<https://studentengagement.cit.ie/alc>

Counselling Service

One to one sessions available. 24/7 Crisis text line- free text MTU to 50808 for support.

www.mycit.ie/counselling

Students' Union (Student Centre)

Organises campaigns and fundraising, works actively to resolve student issues and communicate MTU changes to students.

www.mtucorksu.ie

Academic Success Coaching

Academic Success Coaching work with students to develop motivation and study skills.

<https://studentengagement.cit.ie/asc>

Teaching Enhanced Learning

Guides for remote learning and Canvas.

<https://tel.cit.ie/remote-learning>

Medical Centre (Mezzanine floor, Student Centre)

Access to doctors and nurses - Also available in Cork city.

www.mycit.ie/medical

Emergency Response Team (ERT) (Bishopstown Campus)

If you have a medical condition such as epilepsy where you MAY need immediate emergency care on campus, you should call the ERT if you or someone you are with feels unwell.

Tel: 021 4326112



Financial Supports

Fund for Students with Disabilities

The Fund for Students with Disabilities provides funding to eligible students for specific academic supports, personal assistance/sign language interpreters, and transport costs (outside of typical costs of going to college). The DSS applies for funding on your behalf to provide supports.

The Fund is funded by the Government of Ireland and is managed by the Higher Education Authority on behalf of the Department of Further and Higher Education, Research, Innovation and Science.
www.studentfinance.ie



Riadas na hÉireann
Government of Ireland



Student Assistance Fund

If you need additional financial help for the costs of going to college you can apply to the Student Assistance Fund. It is managed by the Access Service. The online application form will be available in September: www.mycit.ie/saf

Government Laptop Loan Scheme

Laptops may be available to eligible DSS students for loan during their MTU studies. Please see the webpage for the criteria and application details:

www.mycit.ie/access_disability/student-assistance-fund/government-laptop-scheme-

1916 Student Bursary Fund

The 1916 Bursary Fund has bursaries available for full-time or part-time undergraduate programmes to students who have a socio-economic disadvantage and who are from groups most under-represented in higher education such as disability. Applications open in August:
<https://www.soarforaccess.ie/1916-bursary-fund/>

MTU DSS students needing supports while studying abroad

If you are going abroad to study for a semester/year, you may need to consider whether you need DSS supports in your host college.

Make sure you research the disability and student supports available in your host college and any funding available. Remember there may be some big differences in supports between countries and colleges.

- **DSS study abroad checklist:** www.mycit.ie/dss - under Erasmus/ International page
- **AHEAD guide for studying abroad:** <https://ahead.ie/studyabroad>
- **Inclusive Mobility:** www.InclusiveMobility.eu

Erasmus+ funding

Erasmus+ has additional funding available for eligible DSS students for the additional costs of

personal and academic support, such as a personal assistant, aids and equipment, adapted accommodation, travel assistance, medical attendance, learning support, exploring location of the host college and travel networks, and residential accommodation from the host college.



Please contact the DSS or the MTU Erasmus Office:
ErasmusCork@mtu.ie for a copy of the funding application form.

The DSS can support you to complete the form and provide necessary information about your supports such as your needs assessment and copies of your documents to your host institution with your permission/ for your funding application. You will need to get the breakdown of costs of the supports from your host institution and/or external provider.

- **EURIreland:** <http://EURIreland.ie>

If you would like this guide in an alternative format please e-mail **dssCork@mtu.ie** or telephone **021 433 5138**

MTU Disability Support Service (DSS)

Address:

Access Service,
Ground Floor, Student Centre,
Munster Technological University,
Bishopstown, Cork,
Ireland, T12 P928



Tel: 021 433 5107 / 5137 / 5109 DSS

Tel: 021 433 5138 Access Service

Text: 087 177 6755 / 087 138 9772

E-mail: dssCork@mtu.ie

Web: www.mycit.ie/dss

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https://instagram.com/mtucork_dss

Opening Hours:

Monday to Friday 8.30am to 4.30pm