

# 1ST YEAR ORIENTATION & PROGRAMME INDUCTION

Orientation and programme Induction is a compulsory element of admission to your course. You will learn about how the course works and you will get an opportunity to meet and get to know your class colleagues and the staff team who will be with you throughout your programme.

Below you will find important information which will include the dates of your Orientation including the timeline of events for that day as well as the dates for your programme induction.

**Please ensure you check back regularly as these are subject to change.**

Where applicable you will also find important information outlined below regarding any forms that you might be required to submit prior to orientation for admission to the course as well as lists for essential materials, equipment necessary for your course.

## ORIENTATION INFORMATION

DEPARTMENT: Biological & Pharmaceutical Science

COURSE(S):

- Higher Cert in Science (Pharmacy Technician) - TL652

ORIENTATION DATE: Tuesday, 4th September 2018

LOCATION: North Campus, BIT Building

INDUCTION DATE(S): Thursday, 6th September

LOCATION: South Campus, C214, 10am

GROUP COLOUR: Purple

To navigate your way through orientation, we have assigned colours to programmes of study. You will be given that colour wristband when you arrive at the Institute and be asked to follow the colour schedule.

ORIENTATION SCHEDULE 2018/2019	TIME	ROOM
PRESIDENTS WELCOME	12.00pm – 12.15pm	Library
ENROLMENT & REGISTRATION	12.30pm – 1.30pm	T105/T107/T109
GET YOUR T-CARD	12.55pm – 2.30pm	T106/T108/T110
GETTING TO KNOW YOUR SUPPORT SERVICES	2.30pm – 3.15pm	T118
Garda Vetting (where applicable)	4.00pm – 5.30pm	T105/T107/T109

**\* Please check your Orientation Schedule regularly as it is subject to change.**

## IMPORTANT INFORMATION

### Garda Vetting

Students or applicants on programmes that require a work placement or other programme activity that involves the student working with children or vulnerable adults must be vetted for Garda Clearance.

Satisfactory Garda Vetting is a mandatory part of completing registration on such programmes. Failure to get satisfactory Garda vetting will result in de-registration. Registration will not be complete until the Institute is in receipt of satisfactory Garda Vetting.

Eligible students must complete the statutory declaration and have their form stamped by a Commissioner of Oaths, solicitor or a member of the Gardaí.

Eligible students must complete the Garda vetting form as per instructions given.

You will need to complete the NVB 1 (invitation) form enclosed in your registration pack. It is also necessary for you to present documentation so that your identity can be verified.

NB: Please bring the completed NVB 1 form with you to orientation week together with the relevant identification documentation. If you are under 18 you will also require the parental consent form.

If you have any queries in relation to Garda Vetting or Parental Consent please contact admissions directly on 0667145638

## **ESSENTIAL EQUIPMENT**

**As the programme is in laboratory science there is a requirement for all students to have the necessary personal protection equipment so that they can work safely in the Institute's laboratories. This means that you will be required to have a white laboratory coat and safety glasses for all laboratory classes.**

**Classes begin in the first week and to facilitate students getting the necessary personal protective equipment, the Institute is arranging for a supplier to be available during the Induction Process in South Campus on Thursday 6th September to facilitate students purchasing their laboratory white coat and safety glasses at a price of €25 approximately. Please do note that the white coat is known as a "Howie Laboratory Coat" and only this type of coat will suffice.**

## **IMPORTANT INFORMATION**

### **1. Departmental Induction**

The induction session will cover the following:

- Meeting Head of Department, class tutor and lecturers;
- Detailed information on your chosen programme;
- Departmental rules and regulations;
- Student course handbook and its contents;
- Programme timetable – which will be circulated to all;
- Necessary personal protection equipment;
- Tour of labs and facilities.