



Drop In Before You Drop Out

Make sure you are making the right decision.
 Know your options. We're here to support you.

Are you thinking of leaving your course because of...

Academic Issues?

Do you think you are on the wrong course?

Speak to:
 Careers Officer
 T: 091-742765
 E: careers@gmit.ie

Your course tutor or Head of Department

Are you struggling academically?

Check out:
 Academic Writing Centre
 Maths Support Centre

Library Information Skills Sessions

Attend:
 PASS classes

Tutorials

Speak to:
 Your course tutor or Head of Department

Disability/Learning Support Access Office
 E: accessoffice@gmit.ie
 T: 091-742392

E: accessoffice@gmit.ie

Have you fallen behind due to non-attendance?

Talk to:
 Your lecturers, course tutor or Head of Department

Check out:
 Academic Writing Centre

Maths Support Centre

Library Information Skills Sessions

Attend:
 PASS classes

Tutorials

Financial Issues?

Talk to:
 Student Services Officer about the Student Assistance and Student Support Funds
 T: 091-742157
 E: studentservices@gmit.ie

Fees Office
 for queries on fee liability
 T: 091-742535
 E: studentfees@gmit.ie

Fee Collection
 for queries on fee payment plans
 E: feecollection@gmit.ie

Personal/Social Issues?

Talk to:
 Student Counselling Service
 T: 091-742118
 E: counselling@gmit.ie

Disability/Learning Support Access Office
 T: 091- 742118/742392
 E: accessoffice@gmit.ie

Chaplaincy Service
 T: 091742226
 E: chaplain@gmit.ie

Medical Unit
 T: 091-742228
 E: studentservices@gmit.ie

Student Services Officer
 T: 091-742157
 E: studentservices@gmit.ie

Students Union Welfare Officer
 T: 091- 742816
 E: suwelfare@gmit.ie

If you decide to stay

Attend all your classes and tutorials, and develop study plan to help you succeed.

Don't be afraid to ask for help and avail of supports.

You can also get additional information from:

Your Finance section in studenthub.gmit.ie

If you decide to leave

- Speak to your class tutor and Head of Department.
- Find out about interrupted studies and withdrawal options.
- Find out how to continue your course in GMIT or apply for a new course.
- Be aware of the financial implications of withdrawing - fees and grants.
- Complete GMIT's online withdrawal form (scan the QR code)
- **Please note that your date of withdrawal is the date that you submit your withdrawal form**

Contact: Office of Academic Affairs.
 T: 091 742262 E: studentreg@gmit.ie





Are you thinking of leaving your course?

Feeling lonely or homesick?

Course not as interesting as you hoped?

Juggling study and work?

Assessments are proving challenging?

Think you picked the wrong course?

Finding the change to 3rd level difficult?

Struggling financially?

Feeling anxious?

These are normal feelings as you start college. GMIT offer a range of supports, outlined overleaf, to help you cope with the demands of college. The important thing is to talk to someone before you decide to leave.

You have options:

- Give your course a chance
- Avail of academic or personal supports to help you stay
- Transfer course within GMIT
- Investigate alternative courses and/or careers with the Careers Service
- Take a break from your course and return next year or when able to do so
- Withdraw and pursue employment or study

WITHDRAWAL CHECKLIST

If you do decide to withdraw, you need to follow the correct procedure to avoid fee or admission implications later on.

- Find out implications of withdrawing.
- Complete the online withdrawal form. Please note that your date of withdrawal is the date that you submit your withdrawal form
- Check your financial liabilities (if any) with the Fees Office, and the financial implications of returning to college later.
- Return library books and pay library fines.
- Inform your lecturers of your decision to leave.
- Inform SUSI or Social Welfare that you are withdrawing, if relevant.