What to do if you have a problem, including bullying and harassment?

In the Department of Geography, we have a series of supports in place if you are encountering problems. We provide information here on what we can do to help. You should also check out the <u>supports</u> provided by Maynooth University.

Problems with a particular module

If you are having problems with a particular module, your first point of contact should be your lecturer or tutor. Contact details will be available on the Moodle page for each module. We also encourage you to use office hours to meet staff and to talk to them. If this does not resolve your problem, feel free to talk to the Head of Department (Dr Stephen McCarron) or the Deputy Head of Department and Director of Student Success (Dr Adrian Kavanagh)

Problems meeting assessment deadlines

Our Personal and Medical Circumstance process (PMC) is available if you have personal or medical reasons for this. Check out our handout on the PMC process. Your lecturer will also be happy to help. If this does not resolve your problem, feel free to talk to the Head of Department (Dr Stephen McCarron) or the Deputy Head of Department and Director of Student Success (Dr Adrian Kavanagh).

Problems with attendance or with full participation

Our <u>Personal and Medical Circumstance process</u> (PMC) is available if you have personal or medical reasons for this. Check out our handout on the PMC process. Your lecturer will also be happy to help. If this does not resolve your problem, feel free to talk to the Head of Department (Dr Stephen McCarron) or the Deputy Head of Department and Director of Student Success (Dr Adrian Kavanagh).

Maynooth University Access Programme

The Maynooth University Access Programme (MAP) encourages under-represented groups to enter third level and provides these groups with support through their time at Maynooth. These groups include under-represented school leavers, mature students, students with disabilities and members of the Irish Traveller community. The Department of Geography, like every other Academic Department at Maynooth University, has a designated MAP Academic Advisor responsible for addressing the support requirements of students supported by the Maynooth University Access Programme. You can find contact details for the Department of Geography MAP Academic Advisor, Dr Conor Cahalane by

Contact us: Department of Geography, Room 23C, Rhetoric House, South Campus, Maynooth University