



**NUI Galway**  
**OÉ Gaillimh**

### *External Group Policy*

Groups external to the university may access the campus through an appropriate channel, please note the following.

- The NUI Galway campus is reserved for its core focus of delivering third level education and research activities.
- NUI Galway ensures that there is a minimal commercialisation of the environment and our students can feel comfortably free from external marketing.
- Use of University space and facilities for private sector financial gain is prohibited.
- NUI Galway does not endorse external groups to the university.
- NUI Galway provides information for students to enable them to make their own decision regarding the services and offers from external groups. Students choose external services at their own risk.
- Information available on campus provided for by external groups must be to student benefit. For example, the activity or service must provide an opportunity to develop and enhance employability or/and personal development of the student body.
- External groups are required to be compliant with NUI Galway Policies including: Insurance, Alcohol policy, Postering Policy and Child Protection Policy, etc. These policies are available online and upon request.
- Posters or leaflets created by external groups are prohibited on campus.
- External groups are welcome to advertise their services through appropriate channels.

### *Information Provision*

One day facilitated opportunities to meet NUI Galway students will be provided, subject to staff and resource availability. NUI Galway reserves the right to refuse access to the campus. Information will be provided regarding the one-day opportunities and you may request to be added to a mailing list to learn more. A leaflet produced for the event will include the disclaimer that external groups are not endorsed by NUI Galway.

### *Advertising rates*

To advertise with Flirt Fm, the NUI Galway and GMIT student radio station, please contact the Station Manager Paula Healy: [manager@flirtfm.ie](mailto:manager@flirtfm.ie)

To advertise with SIN, Student Information Network, the NUI Galway student newspaper, please contact the editor at: [editor@sin.ie](mailto:editor@sin.ie)

## Contacts

Type	Point of contact
Charities and Voluntary Groups (Groups which are purely voluntary in nature with a registered charity number in Ireland.)	<p>Lorraine Tansey, Student Volunteer Coordinator, ALIVE programme            A: The Hub, Aras na Mac Leinn, National University of Ireland, Galway, University Road, Galway, Ireland.            E: lorraine.tansey@nuigalway.ie            W: www.nuigalway.ie/cki            M: 086 026 8942            T: 00 353 (0)91 49 5346</p>
Commercial companies (i.e. those offering a service for a fee, e.g. visas, volunteering programmes, etc.)	<p>Are welcome to advertise through campus facilities: Contact SIN Student Newspaper (editor @ sin.ie) and Flirt FM Student Radio (info@flirtfm.ie) for advertising rates.</p> <p>Contact the Career Development Centre regarding: renting stand at one-day fairs, paid Internships, work experience, Graduate Recruiters            Deirdre Sheridan            Employment Officer            Career Development Centre            NUI Galway            T: 00 353 (0)91 492133            E: dsheridannuigalway.ie</p> <p>Contact the Students Union regarding: promotional events, part-time work opportunities            Joanna Brophy            Assistant Manager            Phone: +353 (0)91 524810            Email: Joanna.Brophy@nuigalway.ie</p>
Unpaid Internships with Commercial companies:	<p>Are welcome to advertise through campus facilities: Contact SIN newspaper (editor @ sin.ie) and Flirt FM (info@flirtfm.ie) for advertising rates.</p> <p>The Career Development Centre is happy to advertise positions that are linked to the National Job Bridge Internship scheme only.            Deirdre Sheridan            Employment Officer            Career Development Centre            NUI Galway            T: 00 353 (0)91 492133            E: dsheridannuigalway.ie</p>