

Functions and Services

Dundalk Institute of Technology and its offices, departments, research centre etc. perform a very wide range of functions and services. Please find below links to details of the primary services DkIT offers to the public. This list does not include any public services provided by student run organisations for which DkIT has no responsibility.

Educational Services:

By logging on to <https://www.dkit.ie/home-page/study-dkit> you will find lots of information about DkIT such as

- Academic Faculties Schools and Departments: The four Schools are

Business Studies & Humanities
Engineering
Health and Science
Informatics and Creative Arts

And each have a page with information about their associated Departments and courses.
- Student Supports / Sports & Recreation & Clubs/Accommodation/Scholarships/
International Office/Work Placement/College Shop/Computer Services
- Courses at DkIT Undergraduate Courses/Post Graduate Courses/
Apprenticeships/Part-time Study.
- 1st Year Entry School Leavers/Northern Ireland & UK Applicants/
Mature Applicants/Access/Disability/EU & Non-EU
Applications/FETAC/PLC Applications

Student Academic Support:

- Lifelong Learning Centre - For flexible learning log on to see part-time and Springboard courses
<https://www.dkit.ie/lifelong-learning-centre>
- **Centre for Learning and Teaching:**
<https://www.dkit.ie/celt>

- **Student Learning and Development Centre**

The Student Learning and Development Centre is a space where students feel comfortable about raising issues that may help them to study or learn more effectively. This centre comes under the umbrella of CELT. <https://www.dkit.ie/sldc>

- Library Resources/Services <https://www.dkit.ie/library>

Recreational Services:

- News and events listing DkIT Web homepage <https://www.dkit.ie>
Communications Office Newsletter <https://www.dkit.ie/search?search=newsletter>
- DkIT Sports & Societies <https://www.dkit.ie/sports-societies>
- DkIT Sport <https://www.dkit.ie/sports-societies/sports-facilities>

Catering and Events Services:

- Catering outlets on campus

There are a number of food outlets throughout the Institute. Please see <https://www.dkit.ie/catering-campus> for further details on locations and opening times.

Training Restaurant 12.30 pm – 2.00 pm (Monday to Thursday)
Booking essential – via Susan Murphy at susan.murphy@dkit.ie

- **Events Co-ordination Office.**

The Events Co-Ordination Office is involved in working with external organisations and event organisers wishing to access Institute facilities for a range of indoor and outdoor events held normally outside peak academic usage periods and in particular between June and August each year.

<https://www.dkit.ie/events-co-ordination-office/contact-us>

Industry and Community Engagement

- Regional Development Centre <http://www.rdc.ie/>
- Enterprise and Innovation
<https://www.dkit.ie/home-page/industry-community-engagement/enterprise-innovation>
- Community Connect @ DkIT <https://www.dkit.ie/home-page/industry-community-engagement/community-connect-dkit>
- Minor and major building projects <http://dkitestates.ie>
- Alumni <http://alumni.dkit.ie>

Research and Publications:

- Please contact the Research Office for further information on research in DkIT. The Research Office can be accessed on this link <https://www.dkit.ie/research/research-office/research-office-team>

Major Research Projects:

<https://www.dkit.ie/home-page/research>

You will find information on this page with regard to Research Themes, Research Centres and Groups in the Institute.

DCU – DkIT Graduate School

The DCU-DkIT Graduate Studies Office provides advice and support for students in all aspects of post-graduate study. The team is dedicated to supporting students through their post-graduate studies in DkIT from application to graduation.

<https://www.dkit.ie/research/dcu-dkit-graduate/prospective-students>

Student Services

DkIT have in place many Student Supports structures which can be accessed by the following link

<https://www.dkit.ie/home-page/student-supports-dkit>

including:

Student Services - Student Counsellor/ Health Unit/ Careers Office/ Sports & Societies/
Disability and Student Quality Office/ Access Office and Chaplaincy.

Academic Administration - Admissions/Registration/Fees & Grants

Student Academic Support - Placement Office/Learning & Development Centre/ Maths
Learning Centre/IT Learning Centre

Students Union

Examinations Office

Other Services are provided by various Functional Areas as follows:

- President's Office. The President co-ordinates the activities of the Institute through the Executive Board which is made up of all senior management personnel.
<https://www.dkit.ie/presidents-office>
- Vice President Finance and Corporate Affairs. For information on all areas of responsibility (procurement, accounts payable, fixed assets, travel and subsistence, Debtors and cash handling, petty cash, credit card procedures, and payroll) pertaining to the Finance Office please see <https://www.dkit.ie/finance-office>

- Human Resources. This office is responsible for recruitment, staff welfare, industrial relations, staff training and development and administration of pension. The Freedom of Information/Data Protection Office is under the Human Resource Office. For information on current vacancies and policies and procedures please go to <https://www.dkit.ie/hr>
- Estates Office. The Estates office is responsible for the implementation of all major and minor building works, facilities management and Health & Safety co-ordination throughout the campus. <http://dkitestates.ie/>
- Health and Safety. This falls under the domain of the Estates Office. <http://dkitestates.ie/index.php/what-we-do-health-safety-co-ordination/>
- Library
The Library is located in the T.K. Whitaker Building and plays a central role in the academic life of the Institute. <https://www.dkit.ie/library>
- Irish Language Office
Supporting and monitoring the implementation of Irish Language Scheme commitments and promoting a positive environment for the inclusion of Irish language in campus life. <https://www.dkit.ie/irish-language-office>

- IT Services

IT Services provide IT Technical support services to the college wide community. It also provides network management services and Internet based services including email, web, wireless. It is also responsible for managing the extensive PC Laboratories in the different schools located across campus. <https://www.dkit.ie/computer-services> This area is under the umbrella of the VP for Finance and Corporate Affairs office.