

## **HELLENIC MEDITERRANEAN UNIVERSITY**

School of Management and **Economics** 

**School of Health Sciences** 



Department of Department of Social Work Nutrition and **Dietetics Sciences** 



**Department of Business Administration& Tourism** 

# Electronic or printed information material to students about the services provided to them



MSc in Interdisciplinary Management of Chronic Diseases, Disability & Aging

**HELLENIC MEDITERRANEAN UNIVERSITY** 



# **Graduate Program**



'Interdisciplinary Management of Chronic Disease, Disability and Aging'

Information about the Services provided to Postgraduate students of the Program

Hellenic Mediterranean University



Website address: <a href="https://hmu.gr/">https://hmu.gr/</a>

Communication with the University

Heraklion

Stavromenos T.Th.1939 T.K. 71004, Heraklion. tel: 2810 379200

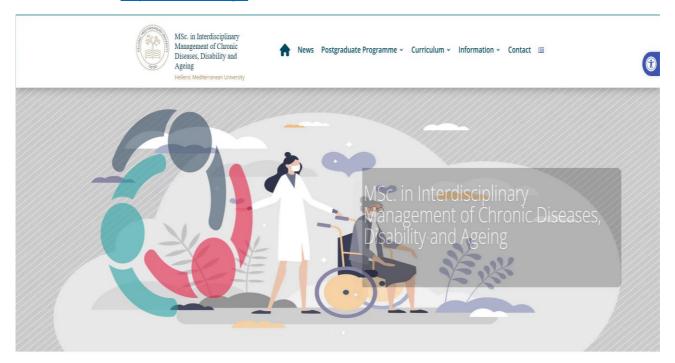
ELMEPA Telephone Center: 2810379200, fax: 2810 379328, e-mail: info@hmu.gr

## **University map**



## Master's website

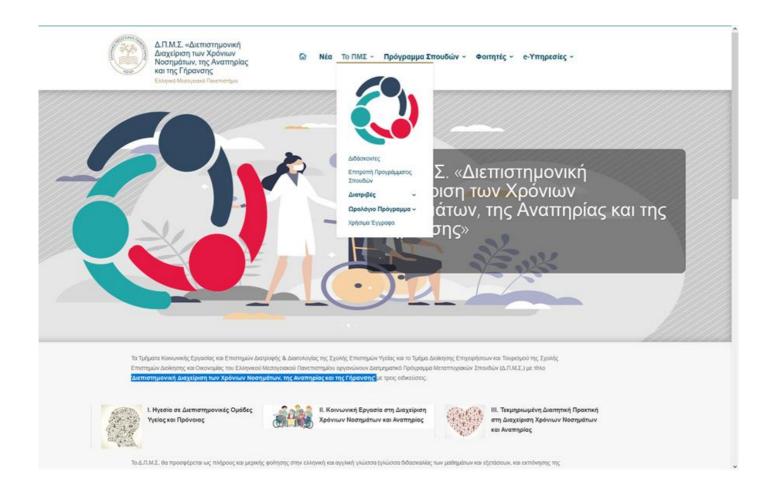
## Website address: <a href="https://cdda.hmu.gr/">https://cdda.hmu.gr/</a>



Brief presentation of MSc

#### The PMS:

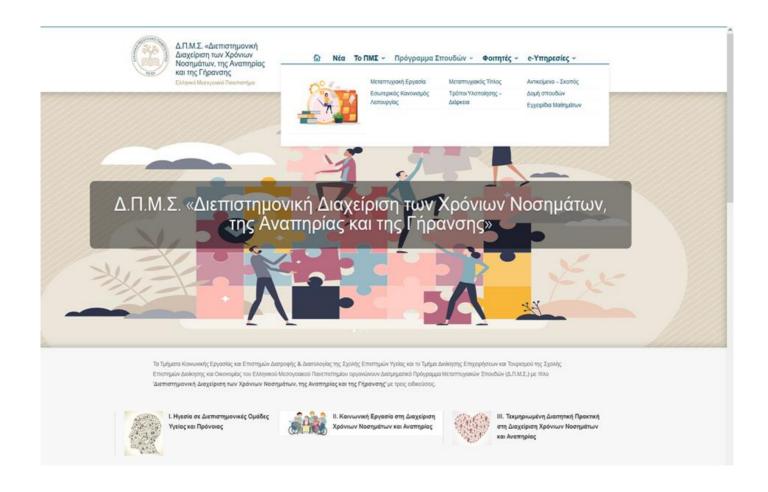
- Teachers
- Curriculum Committee
- Dissertations
  - o WritingGuidelines
- Timetable
  - o Timetable Schedule A Semester
  - o TimetableProgram B semester
- UsefulDocuments



## StudyProgram

MasterThesis Internal Regulation of Operation Master'sDegree Ways of implementation -Duration Object - Purpose StudyStructure

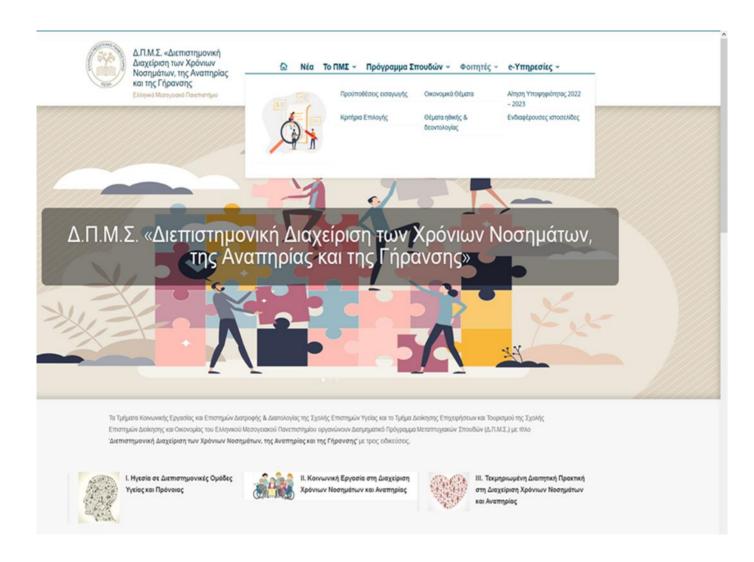
CourseManuals



#### **Students**

Entry requirements Economic Issues Application for candidacy 2022-2023

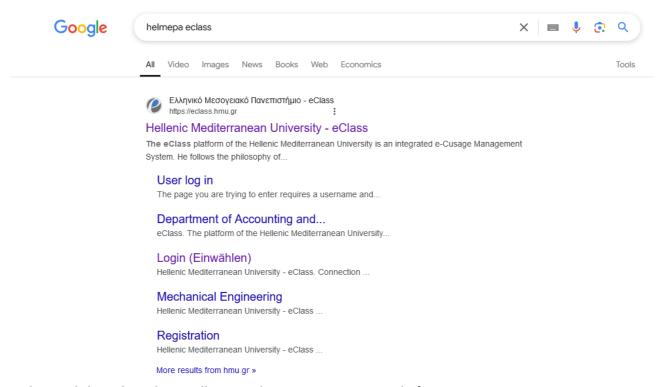
Selection Criteria Ethical&ethical issues Interesting Websites



- \*For the E class & Electronic Secretariat services, you log in with your academic E-mail and password
- \*You log in to the Webmail service with your academic Username & Password

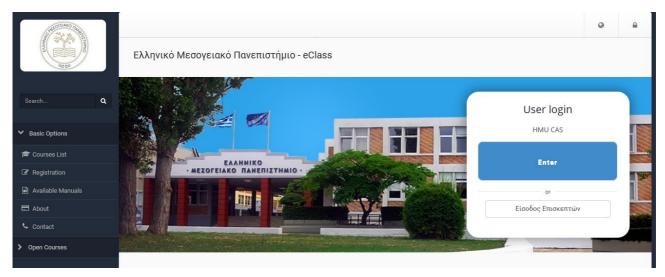


## eClass - Hellenic Mediterranean University



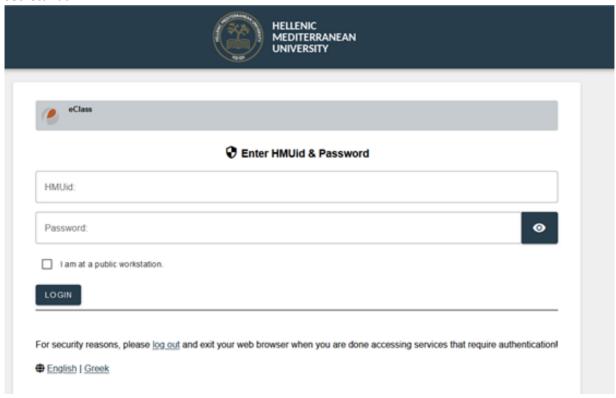
To log in, click on the eClass- Hellenic Mediterranean University platform

On the right side of the webpage press the login button

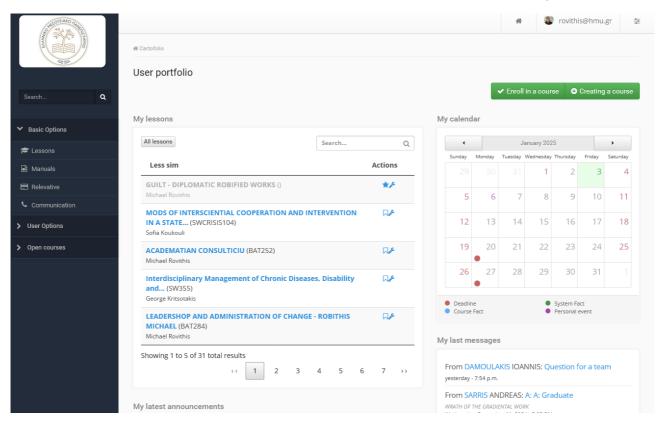


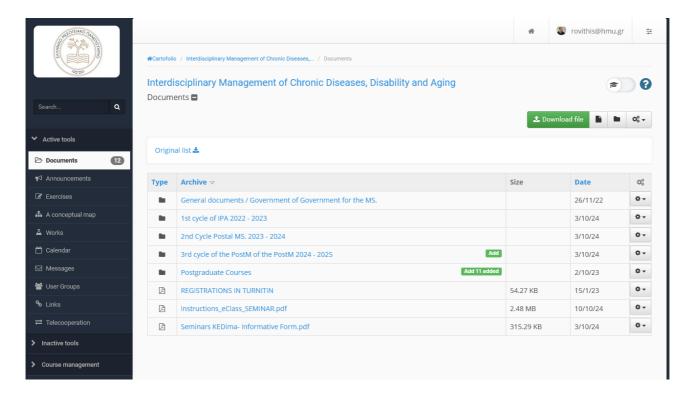
To log in, use the information that will be sent to you via email from the Foundation or with the email you registered with the PMS

#### secretariat.



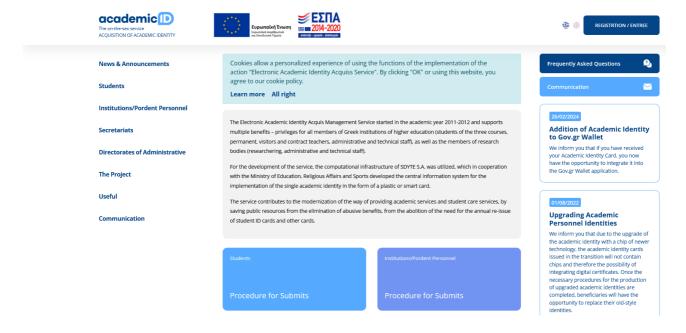
On the web page that will be presented you can browse the material from the left column, while in the documents folder there are available subfolders with the relevant documents, notes, etc. per course.





## **Student ID process**

The Electronic Service for Acquiring Academic Identity started in the academic year 2011-2012 and supports multiple benefits – privileges for all members of Greek institutions of higher education (students of the three cycles of studies, permanent, visiting and contracted lecturers, administrative and technical staff), as well and the members of research institutions (research, administrative and technical staff).



#### **Meal Card**

ELMEPA provides free meals to approximately 3000 students in its restaurants in Heraklion, and in its Departmentslocated in the cities of Chania, Rethymnon, Ag. Nikolaou and Sitia.

All undergraduate students who have not passed the 12th semester have the right to free meals.

The meal card lasts for one academic year and can only be used by the student to whom it was granted.

All ELMEPA restaurants in the four prefectures offer breakfast, full lunch and dinner every day and on weekends.

The opening hours of the restaurants are:

07:30 am - 09:00 am

12:00 p.m. - 4:00 p.m.

7:00 p.m. - 10:00 p.m.

Website:https://hmu.gr/paroches/foititiki-merimna/sitisi-stegasi/

## Housing

ELMEPA operates the Student Center which can accommodate 296 students in Heraklion and 46 students in the Departments located in the cities of Chania, Rethymno, Ag. Nikolaou and Sitia.

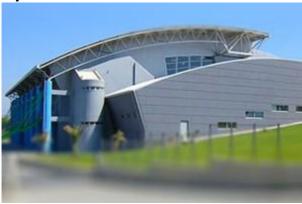
There are 56 seats in double rooms, 4 seats specially configured for people with special needs and 236 seats in single beds.

The cost of accommodation is €30 per month for double rooms and €45 for single rooms, while those with many children do not pay if they choose a double room. The above revenues mostly cover student events and a small part of operating expenses. Students who do not receive a room in the residences can receive the housing allowance if they comply with the conditions stated in article 10 of Law 3220/2004 (Government Gazette 15A /2004).

Website: <a href="https://hmu.gr/paroches/foititiki-merimna/sitisi-stegasi/">https://hmu.gr/paroches/foititiki-merimna/sitisi-stegasi/</a>

12

## **Gym – Activities**



The sports activities that take place at the "Markos Karanastasis" Indoor Gymnasium of ELMEPA include the following:

- 1. Basketball
- 2. Volleyball
- 3. Traditional Dances
- 4. Aerobic Gymnastics
- 5. Martial Arts (Judo-Self-Defense)
- 6. Strength Room (Weights)
- 7. Ping-Pong
- 8. Rehabilitation programs after injuries
- 9. Rehabilitation Programs for people with Musculoskeletal diseases

The male and female students who wish to participate in the sports activities of the Foundation should obtain an athlete's identity card, which is issued by the Gymnasium, and the supporting documents required are:

- 1. Certificate of Studies or Photocopy of the Student Card (Pass)
- 2. Doctor's Certificate (From ELMEPA's Clinic or Private Doctor)
- 3. Two ID-size Photographs
- 4. Membership Application

#### **INFORMATION:**

Indoor Gym <MARKOS KARANASTASIS>

Department of Student Welfare

Telephone: 2810-379890/ 2810-379375

FAX: 2810-379822

Ετήσιες Συνδρομές	
Φοιτητές ΕΛΜΕΠΑ	30,00€
Φοιτητές ΕΛΜΕΠΑ που διαμένουν στην εστία	20,00€
Εκπαιδευτικό – Διοικητικό προσωπικό ΕΛΜΕΠΑ	50,00€
Αθλούμενοι εκτός ΕΛΜΕΠΑ	120,00€
Αθλητικά σωματεία (μόνο γυμναστήριο)	30,00€
Ειδικές κατηγορίες φοιτητών ΕΛΜΕΠΑ	0,00€

Website: <a href="https://eadip.hmu.gr/">https://eadip.hmu.gr/</a>

## Kindergarten

ELMEPA's daycare center accommodates children of the educational, administrative staff and students of the institution exclusively. In the children's area, there are two sections: the children's section (2.5 to 4 years old) and the pre-kindergarten (4 to 5 years old). The daycare center contributes to the socialization and education of children aiming at the all-round development of their personality, (physical - emotional - mental - social) by carrying out programs according to their age.

Website: <a href="https://hmu.gr/paroches/foititiki-merimna/tmima-paidikoy-stathmoy/">https://hmu.gr/paroches/foititiki-merimna/tmima-paidikoy-stathmoy/</a>

#### **Medical & Social Care Center**

The Department of Nursing and Social Care (Physician) of ELMEPA issues a student care book to cover the hospital, medical and dental care of uninsured students, i.e. those who are not covered by their parents' insurance company or those who cannot use any existing family book due to distance. The ELMEPA clinic provides primary health care and treatment to the students and staff of the Institution. Also, its specialized staff can provide first aid in case of need in the premises of the Foundation during its operating hours.

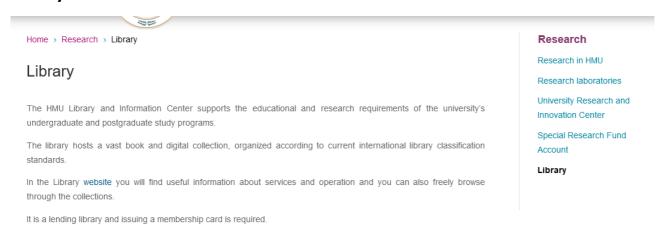
Website: https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/health-care/

## **Counseling & Psychosocial Support Office (Heraklion)**

The KE.SY.PSY of ELMEPA is a new service available to all members of the Academic community, students, faculty members and administrative staff. The aims of the Center are to help all members, for a smoother and more efficient adaptation to the educational process, either due to personal difficulties, or due to the stressful conditions that this itself imposes. The Center has a support team consisting of the University doctor, psychologists, a social worker and, where necessary, a nurse. At the same time, it cooperates with institutions and individuals (nursing institutions, welfare, psychiatrists, etc.), for similar referrals where necessary. Emphasis is placed on mental health issues at primary and tertiary level (community mental hygiene and reintegration into the educational process), covering the entire spectrum of mental disorders. Prevention is also a key concern of the Center, through psychoeducation and information on issues of similar interest, with individuals or groups (announcements, meetings, organization of conferences). Also, the KE.SY.PSY intervenes, when requested, in social difficulties, such as interpersonal and family relationships, but especially in relationships arising from the educational process (teachers - students or between colleagues).

**Website**: <a href="https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/counselling-and-psychosocial-support/">https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/counselling-and-psychosocial-support/</a>

## Library

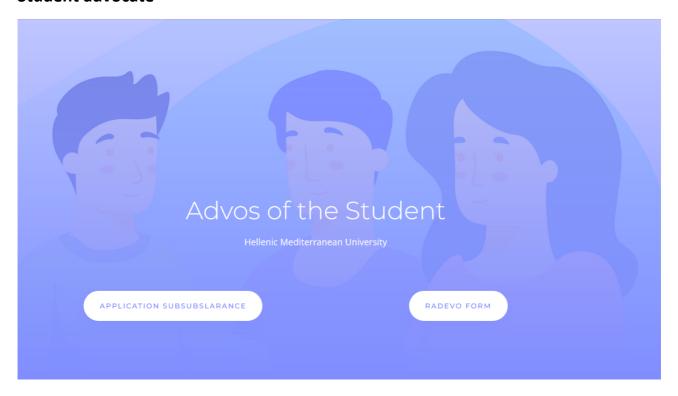


The central library and Information Center of the Hellenic Mediterranean University is a center for collecting and disseminating information. Its purpose is to support the educational process and research carried out at the university in the context of the respective undergraduate and postgraduate studies, through an organized and updated collection of printed, electronic material and electronic links. It is primarily interested in meeting the informational needs of the members of the Academic community and subsequently of the members of the wider community as an intellectual and cultural center. It has a rich and fully automated print and digital collection, organized according to international library standards. The library is available for users, every day from morning to afternoon throughout the academic year.

Using the personal codes, the students have access to electronic sources of information and search, to bibliographic bases as well as open access digital collections provided by the ELMEPA Library. Students have the right to borrow material after obtaining a membership card, which is issued by the library. On the premises of the library there is also the Electronic Reading Room, which is a space with 10 workstations, which serves those who wish to be informed and use the material of the electronic library and other internet sources. All members of the Foundation have the right to use the Electronic Reading Room.

Website: <a href="https://hmu.gr/en/research/library-2/">https://hmu.gr/en/research/library-2/</a>

## Student advocate



The student advocate mediates between students and professors or administrative services of the Foundation for any issue concerning the observance of legality in student matters, except for those concerning exams and students' grades. According to par. 1c of article 55 of n. 4009/2011, the Student Advocate:

- It investigates cases, ex officio or following a student's report, and mediates with the competent Bodies of the Foundation for their resolution.
- It can request from the services of the Foundation any information, document or other evidence on the case, examine people, perform an autopsy and order an expert opinion.
- If he finds that in a specific case the legality is not respected, that there are phenomena of maladministration or that the proper functioning of the Institution is disturbed, he draws up a conclusion which he informs the Professor concerned or the competent administrative department and the student who submitted the petition and mediates with any appropriate means way to solve the problem.

• He can, by his own act, file a report that is considered vague, unfounded or unsupported, while if he considers that there are indications of a disciplinary offense, he forwards the case to the competent disciplinary body.

The student's advocate does not have competence in matters of exams and students' grades (par. 1a of article 55 of Law 4009/2011).

Website: https://synigoros-edu.hmu.gr/

## **Educational Support**



In the "Educational Support Center" that operates at the Hellenic Mediterranean University within the framework of the "Primary Health Care Unit", personalized educational support is provided to students who face learning difficulties and specifically the following services:

A) Two (2) special education teachers specializing in literature and mathematics, full-time and morning jobs, provide daily, in a special place, individual sessions to students with learning difficulties. Among other things, we indicate that students can receive:

- Support for language deficits related to learning disabilities.
- Developing writing strategies in response to an academic text.
- Reinforcement teaching in Mathematics, on the subject areas Statistics and Infinite Calculus/Linear Algebra.
- educational support for the special requirements of higher education (e.g. semester exams, written assignments, organization of daily study, recording of notes, study and repetition of material, etc.).
- Reinforcement in mnemonic techniques, attention concentration strategies, metacognitive strategies, social life skills, time management.

B) From four (4) scientific collaborators in the subjects of Philology, Mathematics, Chemistry and Physics, remedial teaching is provided throughout the academic year, every week, to small groups of students with learning difficulties from all Departments of the Hellenic Mediterranean University. These group meetings are held outside the morning program time zone, live and online, with targeted topics, which are also available on the eClass online platform.

C) From one (1) scientific partner with a subject of psychology and specialization in special education, training seminars are developed for new members of the educational community as well as for permanent teachers and hourly teachers regarding the special educational needs of students, the institution's policy regarding with the accessibility of students with disabilities, available tools and appropriate teaching methods depending on the type and severity of the special educational needs, the need to seek pedagogical facilities for students with special social conditions and students with disabilities in order to make courses more accessible, etc.

D) 3 paid students develop teaching material adapted to print-handicapped students (text to speech/notes to Braille conversion).

Website: https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/

## Accessibility of Students with Disabilities and/or Special Educational Needs



#### Website:

https://hmu.gr/paroches/prosvasimotita-foititon-me-anapiria-i-kai-eidikes-ekpaideytikes-anagkes/

## **Liaison and Career Office**



The University Studies Research International Relations Services Q

The Liaison & Career Support Office of the Hellenic Mediterranean University was established with EU funding in 1997. Its main goal is to support University students and graduates in planning their educational and professional careers, as well as linking the University Community to the labor market.

Its purpose is to:

- · inform and advise students and graduates on matters of educational and professional development;
- promote collaborations with businesses, organizations, and public or private sector institutes to establish a direct and more effective connection of students and graduates to the labor market.

More specifically, it provides the following services:

Information regarding:

- · Postgraduate Programs (PP) in Greece and abroad;
- · Sources of Financial Support, Scholarships, Awards;
- · Open job positions in Greece and abroad;
- · Lifelong Learning Programs;
- · Seminars, Conferences, Summer Schools;
- · Voluntary employment programs, mobility programs etc.

Advice and support regarding:

- Career planning;
- Skills development;
- Professional prospects;
- Job search:

Student Care

Health Care, Social Welfare and Educational Support

Food & housing

Counseling and Psychosocial Support Center

Gym

Medical Treatment

Kindergarten Department

The Liaison & Career Office of the Hellenic Mediterranean University, with a permanent presence since 1997, functions a) as a supporting mechanism for students and graduates to plan their educational and professional careers and b) as a communication channel of the University Community with other education and training institutions and – mainly- employment, which is why it is also often called "Bridge to the Labor Market".

More specifically, it offers undergraduate and postgraduate students and graduates services:

- o educational/professional information and information,
- o professional development, guidance and counseling support and empowerment during their transition to the world of work,
- networking and connecting with the business world,

Website: https://hmu.gr/en/services/liaison-and-career-support-office/

## "Attendees" VolunteerNetwork



The volunteer group "PARONTES" of ELMEPA includes students of the Hellenic Mediterranean University, who are interested, through their volunteering, in supporting the accessibility and adaptation of their fellow students to academic life.

Αρχική > Services > Health Care, Social Welfare and Educational Support > Volunteers Network "Parontes"

## Volunteers Network "Parontes"

The "PARONTES" volunteer group of HMU includes students of the Hellenic Mediterranean University, who are interested, through their volunteering, in supporting the accessibility and adaptation of their fellow students into academic life.

# STUDENT WELFARE DEPARTMENT HEALTH CARE AND SOCIAL WELFARE DEPARTMENT

«SUPPORT FOR STUDENT SOCIAL WELFARE INTERVENTIONS AT HELLENIC MEDITERRANEAN UNIVERSITY»



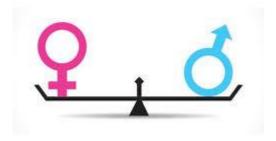




To become part of the volunteer network, fill out the registration form" <a href="https://forms.gle/VKCYwXPdEomrjQix9">https://forms.gle/VKCYwXPdEomrjQix9</a>

**Website:**<a href="https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/volunteers-network-parontes/">https://hmu.gr/en/services/health-care-social-welfare-and-educational-support/volunteers-network-parontes/</a>

## **Gender Equality Policy**



#### **ELMEPA'S POSITIONS ON GENDER EQUALITY**

The guarantee of gender equality, the fight against discrimination and the inappropriate treatment of individuals due to gender-related prejudices are a key concern of ELMEPA, which respects the principles defined by the Constitution regarding equal rights, namely:

Article 4, paragraph 2 on equal rights and obligations between Greek men and women.

Article 116, paragraph 2 which establishes the abolition of gender discrimination and the undertaking of positive actions to promote equality between men and women.

## Website:

https://hmu.gr/wp-content/uploads/2022/04/79-3-

%CE%A3%CF%87%CE%AD%CE%B4%CE%B9%CE%BF-

%CE%94%CF%81%CE%AC%CF%83%CE%B7%CF%82-%CE%B3%CE%B9%CE%B1-

%CF%84%CE%B7%CE%BD-

%CE%99%CF%83%CF%8C%CF%84%CE%B7%CF%84%CE%B1-

%CF%84%CF%89%CE%BD-%CE%A6%CF%8D%CE%BB%CF%89%CE%BD-Gender-

Equality-Plan.pdf

## **Digital services**



## Services for the entire academic community

Electronic courses (Open eClass)
Institutional Repository (Apothesis)
EL.ME.PA Library Catalog
Google Apps for Education (instructions)
MSDNAA (Microsoft Free Software Service)
eduroam wireless access (global roaming service for academic institutions
ELMEPA Official Documents

#### **Student services**

Electronic Mail (e-mail)
Remote access to the ELMEPA network via VPN
Student Registry Services (Online)
G Suite (Google Apps) at ELMEPA
DILOS 365 platform

#### **Personnel services**

ELMEPA Services Account
Electronic mail (email)
Remote access to the ELMEPA network via VPN
Instructions for setting up remote access (Remote Desktop Connection)
ELMEPA room reservation system
Request Management System (MITOS) (instructions)

## **Services from third parties**

Eudoxos (Electronic Service for Integrated Management of Documents and Other Aids)
Online Academic Identity Acquisition Service
Issuance of Digital Server Certificates
Issuance of Personal Digital Certificates (PKI) (instructions)
VoIP and Teleconferencing Services (RTS)
Scopus (HEAL-Link)
ScienceDirect (HEAL-Link)
Greek Academic Electronic Books and Aids / Kallipos

#### Website:

https://hmu.gr/e-elmepa/prosferomenes-e-ypiresies/

## **Useful Links**

# **EMERGENCY**

HOSPITALS

General Hospital of Heraklion "Venizelio-Panaeio" Address: Knossos Avenue, Heraklion Crete

Call Center: 2813408000 http://www.venizeleio.gr

#### **University General Hospital of Heraklion PAGNI**

(Heraklion-Vouton Regional Road)

Call Center: 2813402111 http://www.pagni.gr

#### **PAGNI Psychiatric Clinic (Heraklion-Vouton Ring Road)**

Phone: 2813392402 http://www.pagni.gr

### **Agios Nikolaos General Hospital**

Knossos 4, Ag. Nikolaos 721 00

Phone: 2841343000 http://www.agnhosp.gr/

#### **Rethymno General Hospital**

19-21 Trantalidou, Rethymnon 741 00

Phone: 2831342100 www.rethymnohospital.gr

#### **General Prefectural Hospital of Chania "Agios Georgios"**

Agios Eleftheriou, Chania 733 00

Phone: 2821342000 http://chaniahospital.gr

#### **OTHER SUPPORT SERVICES**

24th Suicide Intervention Line: 2106463622 EODY National Public Health Organization: 1135

Depression helpline: 1034

SOS line for victims of domestic violence: 15900

#### **SOCIAL & SUPPORTIVE SERVICES**

#### **Community Pharmacy of the Municipality of Heraklion**

Address: Kydonias 5, Heraklion Crete.

Phone: 2810289874

https://www.heraklion.gr/citizen/koinwniko-farmakeio//koinfarm.html

#### **Municipal Social Grocery of the Municipality of Heraklion**

Address: Kosmon 24, Heraklion Crete.

Phone: 2810335572 www.heraklion.gr

## **Mental Health Center of Heraklion**

Address: Spinalongas 1, Postal Code: 71201 Heraklion

Phone: 2810333402

email: kepyher2003@yahoo.gr

#### National Confederation of Persons with Disabilities ESAmeA

Address: 236 Eleftheriou Venizelou, Ilioupoli, Athens

Phone: 2109949837 email: esamea@otenet.gr

www.esamea.gr

#### **National Confederation of Persons with Disabilities ESAMEA Crete Branch**

Address: 14 Dionysiou Solomou, Heraklion

Phone: 2810288131

#### Prefectural Association of A.M.E.A. Heraklion

Address: SolomouErgat. Residences, St. Ekaterini, Heraklion,

Phone: 2810343008

## **National Federation for Rights on the Autism Spectrum**

Phone: 2106525959

e-mail:autismfederation.gr@gmail.com

### **Women's Counseling Center of Heraklion**

Address: Stenimahou 3, 71305 Heraklion Crete

Phone: 2810341387 email: irakleio@isotita.gr

# Addiction Treatment Unit OKANA (PAGNI)

Address: Heraklion-Vouton Regional Road

Phone: 2810545596-7

www.okana.gr

## **Bereavement Support Counseling Center**

Phone: 2106463622

email: athens.support@merimna.org.gr

LGBTI Psychological Support Line "NEXT TO YOU" 11528

#### **Addictions**

## **Addiction Treatment Unit OKANA (PAGNI)**

Address: Heraklion-Vouton Regional Road

Phone: 2810545596-7

www.okana.gr

## Center for the Treatment of Dependent Persons (KETHEA) Department of Adults

Address: Vassiliou Sbokou 6, Heraklion

Phone: 2810319505 & 2810261026 (mobile unit)

email: cciraklio@kethea-ariadni.gr

www.kethea.gr

### Center for the Treatment of Dependent Persons (KETHEA) Adolescent Unit

Address: 67 Minoos & Michael Archangelou, Heraklion

Phone: 2810331034

e-mail:teens@kethea-ariadni.gr

#### **CIVIL PROTECTION POLICIES**

**Website:**<a href="https://hmu.gr/en/quality-assurance-unit/h-m-u-s-policies-and-strategies/civil-protection-earthquakes/">https://hmu.gr/en/quality-assurance-unit/h-m-u-s-policies-and-strategies/civil-protection-earthquakes/</a>

