



UCD Registry

Clárann UCD

**WELCOME TO YOUR GRADUATE STUDIES AT UCD**

<b>Sent to</b>	Incoming Graduate Taught and Graduate Research students – 201504 intake (except Smurfit)
<b>From</b>	UCD Registry
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<b>First sent</b>	14 April 2016

**Student Number: xxxxxx**

**Graduate School: xxxxx**

**School: xxxxxx**

Dear Student,

We are delighted that you have chosen to study at UCD. We are confident that you will find your studies with us rewarding and the UCD community here enriching and supportive.

This email is intended to help you with what you need to do between now and the start of term. Please click on the links below for information about:

- [Online Registration](#)
- [Fees/Grants](#)
- [Obtaining your UCD Student Card \(UCARD\)](#)
- [Information for International Students](#)
- [Support Services - IT Services](#)
- [Orientation](#)
- [Library Services](#)
- [Support Services – Student Support Services](#)
- [UCD Online Students](#)
- [UCD Graduate Studies - Requirements Checklist](#)
- [UCD Research Ethics](#)
- [UCD Student Email Protocol](#)
- [UCD Jargon Buster](#)

The information below will explain how to access UCD Connect and begin registration.

## UCD Connect

The UCD Connect page allows you to access your official UCD emails and other services such as online registration (via SISWeb). You will need to use your UCD Connect username and password to access these services.

- If you are a new student **your username** is your UCD student number
- **Your password** is your date of birth (ddmmyy)
- You can change your password once you have logged in.
- If you already have a student UCD Connect account you can use those login details.

### Your UCD Connect email account

Your personalised UCD Connect email address will be used for official UCD correspondence so please make sure that you check it regularly.

- To access your **UCD Connect email account**, go to [www.ucd.ie/connect](http://www.ucd.ie/connect), click on the **Mail** icon and choose **Student(@[ucdconnect.ie](mailto:ucdconnect.ie))**.
- Enter your **UCD Connect username and password**.
- If you have any queries about your UCD Connect email account please contact [ithelpdesk@ucd.ie](mailto:ithelpdesk@ucd.ie) for assistance.

## Confirming your registration

You will need to **confirm your registration** online before you can begin your graduate studies. Check the [Key Dates](#) web page to see when online registration opens for your programme. A step by step guide to online registration is available on the [Current Students website](#).

- To access **online registration**, go to [www.ucd.ie/connect](http://www.ucd.ie/connect) and click on the **SISWeb** icon.
- Enter your **UCD Connect username and password**.
- The **Enter Registration Process** button will bring you to the online registration pages. The first time you click on it, you are confirming your registration for 2015/16.

## Help and assistance

The [UCD Student Desk](#) can help you with queries about registration, fees, official documents and many other UCD services and supports.

If you need academic advice, your [Graduate School](#) will be able to help.

Yours sincerely,

Andrew Myler  
Director of Administrative Services  
UCD Registry

[www.ucd.ie/registry/](http://www.ucd.ie/registry/)