



# UCD STUDENTDESK



# 280817



## GET READY FOR REGISTRATION



# Content

- Welcome – Prof. Jason Last
- Let's get ready to Register – Jeremy Britton
- Fees Explained – Shannon Ellison
- UCD Programme Offices – Sue Philpott
- Your Students' Union – Rob Sweeney





# Welcome

**Prof. Jason Last**  
**Dean of Students**







# Orientation

- Get involved!
- Engage with your Peer Mentors
- Orientation is more than just one week
- 18 September - Sports Expo
- 18 September – Freshers' Week

[www.ucd.ie/students/newstudents/orientation\\_week.html](http://www.ucd.ie/students/newstudents/orientation_week.html)





# Make Good Choices!

- Academic & Social
- Choosing your modules
- Read the Welcome Booklet
- Student Supports in UCD





# Let's get ready to Register...

Jeremy Britton  
Team Lead - Student Desk





# Registration



Key Dates

Booking a Start Time



Module Registration

Elective Modules



Elective Allocation





UCD Term Dates

# Key Dates

[www.ucd.ie/students/keydates](http://www.ucd.ie/students/keydates)

## UCD Term Dates

Search

All incoming CAO Stage 1 students|

All dates are subject to change.

For key dates for staff, visit the [UCD Registry website](#).



Date	Activity	Notes
<b>From</b> 24 August 2017	Step 1 of online registration begins for: <ul style="list-style-type: none"><li>All incoming CAO Stage 1 students</li><li>Direct entry Non EU incoming</li></ul> In Step 1, you will complete personal information, upload photo for Student Card, pay fees.	<b>Incoming CAO students</b> can normally begin Step1 of online registration within three working days of accepting their CAO offer.
30 August 2017 between 8.00am and 1.00pm	<a href="#">Registration Start Time</a> booking for: <ul style="list-style-type: none"><li>All incoming CAO Stage 1 students</li><li>Direct entry Non EU incoming</li></ul>	Confirmation of Start Time for module registration will be sent to your UCD email.
<b>From</b> 31 August 2017	Step 2 – Module Registration begins for: <ul style="list-style-type: none"><li>All incoming CAO Stage 1 students</li></ul>	Check your UCD email for confirmation of your Start Time.





# www.ucd.ie/sisweb



## SISWeb

Student Information System

## Welcome to SISWeb

You must login with an Existing Account to access this page.

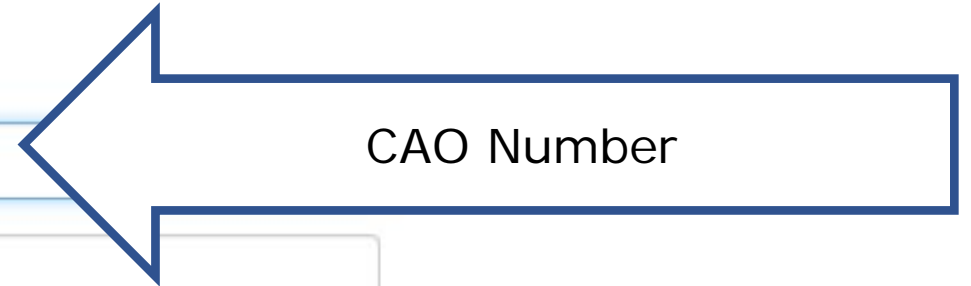
### Use an Existing Account

Connect Username / Student ID

Password

Login

[Forgot Password](#)





**SISWeb**

Student Information System

[Incoming Students](#)

[Registration, Fees & Assessment](#)

[Programme Services](#)

[Campus](#)

[Applications](#)

[UCard](#)

[Home](#) / [Welcome to SISWeb](#)



## Add us on Snapchat

Want to keep up with what's happening on campus? Add ucdstudentdesk on Snapchat!

ADD US ON SNAPCHAT

Want to keep up with what's  
on campus? Add ucdstudent  
Snapchat!



### Book a Start Time

Please do not refresh the start times page as this may result in you getting a later start time



### Enter Registration Process

Click here to commence Registration



### UCD Sport Summer Camps 2017

UCD Sport Multi Sport Summer Camps will take place for 5 weeks commencing on **Monday, 3 July** for children aged 4-12 years. UCD Sport will also host 2 weeks of Climbing Camp for those aged 8-12 years from **Tuesday, 8 August 2017**. Book on or before **Friday, 9 June** to avail of our Early Bird Discount. For booking details click [here](#)



# Start Times

- Book your Start Time on **30 August** from **8am to 1pm**
- You will be given the earliest Time Slot available
- Begin your registration from that time **onwards**
- A **confirmation email** with your Start Time will be sent to you **within 90 minutes**
- **Do not refresh the page**

[Click to watch the How to Book a Start Time video](#)





**SISWeb**

Student Information System

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# Online Registration

- You can start now!
  - Personal Details
  - Photo Upload
- From your Start Time onwards you can **register to modules**
- For best user experience, use a **laptop/PC**
- You will be automatically registered to **Core modules (Preselected)**
- You can register to **Option modules** and **Elective modules**

[Click to watch the How to Register to Modules video](#)







# What is a Module?

- A **self-contained unit** of teaching and learning, which is usually studied over one semester
- Each module has a **credit value**, normally 5 credits



# Types of Modules

- **Core module**
  - You must do these modules as they're a **necessary part of your degree**
  - You're normally **pre-registered** to them
- **Option module**
  - You can generally choose from several options within a group of modules
- **Elective module**
  - General Elective
  - In Programme Elective
  - Structured Electives
  - Discovery modules



## German Beginners

### Core Modules

[Expand/Collapse Core Modules](#)

#### Semester One

CRN	Mod. Code	Credits	Title	Class Type	Status	Action
13711	GER10100	5	<a href="#">German Beginners A</a>	Small Group	Preselected	

#### Semester Two

CRN	Mod. Code	Credits	Title	Class Type	Status	Action
13713	GER10110	5	<a href="#">German Beginners B</a>	Small Group	Preselected	

### Option Modules

[German Beginners: Select Option Modules](#)

#### Semester One

CRN	Mod. Code	Credits	Title	Class Type	Status	Action
14838	GER10120	5	<a href="#">Spoken German for Beginners</a>	Small Group	Chosen	<a href="#">Drop / Swap</a>

#### Semester Two

CRN	Mod. Code	Credits	Title	Class Type	Status	Action
	GER10030	5	<a href="#">Intro to German Literature</a>	Lectures	Not Chosen	<a href="#">Select Module</a>

[CONTINUE](#)

#### Semester Two

CRN	Mod. Code	Credits	Title	Class Type	Status	Action
26105	GER10030	5	<a href="#">Intro to German Literature</a>	Lectures	Chosen	<a href="#">Drop / Swap</a>

## Student Registration - Core & Optional Modules

### Introduction to German Literature (GER10030)

Credits	5	Subject	German
Level	1	School	Languages Cultures and Ling
Semester	Semester Two	Module Coordinator	Dr Siobhan Donovan

This is a level 1 module for students of German and other subjects. Divided into three blocks, it introduces students to German-language poetry, prose-fiction and drama, with examples taken mainly from the 20th and 21st centuries. The literary texts are placed in their historical context, and strategies for reading and analysing them are explored. The main issues addressed are literary structures, narrative techniques and perspective, conceptualisation of time and space, construction of literary characters. The module is taught as one weekly lecture slot and one weekly tutorial. The tutorials are conducted through English. For non-beginners of German the lecture is held in German (with supporting material) and the final part of the module will incorporate blending learning (videocasts with online tasks for completion). Beginners will be supported with German-language materials appropriate to their level.

[What will I learn?](#)

[How will I learn?](#)

[How will I be assessed?](#)

[What happens if I fail?](#)

[Am I eligible to take this module?](#)

[When is this module offered?](#)

[Register](#)

UCD STUDENTDESK  
280817  
GET READY FOR REGISTRATION



# Elective Modules

- There are two types of Elective modules
  - **In Programme Electives**
  - **General Electives**
- You can register to them through the Electives tab
- Spaces on General Electives are randomly allocated on **8/9 September**
- If you don't get your General Elective don't worry, you can register to a different General Elective on or after **9 September**
- Go here: **[www.ucd.ie/ucdelectives](http://www.ucd.ie/ucdelectives)** and watch the videos!





**Search for Elective Modules**

[Search by Subject](#) [Search by School](#) [Keyword Search](#)

Category:  Subject:  Show Modules From: ☒ Level 0 ☒ Level 1 ☐ Level 2 ☐ Level 3 ☐ Level 4 ☐ Level 5 Choose Semester: ☒ All Semesters ☐ Semester 1 ☐ Semester 2

Show Modules for: ☐ All ☒ In Programme Order Search Results By:  ☐ Hide Full Modules

Select a Day:  Select an Hour:  Select a Day:  Select an Hour:

MODULE SEARCH (SHOWING 1...8 OF 8) < PREVIOUS | NEXT >

GEOG10020	Geography of Cities	(Level 1, Semester 2, Credits 5)	Available:86 Relevant:1
This module will introduce you to cities and their geography. It is designed as an introduction and so we will explore the city with a variety of perspectives which will include both historical and contemporary. This has the aim of developing your understanding of how various fo..			
GEOG10100	People, Places, Regions	(Level 1, Semester 2, Credits 5)	Available:62 Relevant:1
People, Places, Regions introduces students to the field of Human Geography, which is the study of the dynamic relations between people and places. In this module, our aim is to gain an understanding of such complex processes as globalization and development, and the regional dis..			
GEOG10110	Geographical Pers: Soc&Env	(Level 1, Semester 1, Credits 5)	Available:45 Relevant:1
This module introduces students to Geography at University through an exploration and analysis of current topical issues of scientific interest - e.g. demography, economic crisis, urban environmental issues. The key elements of the geographic tradition are introduced and the conc..			
PEP10090	Environment Change & Policy	(Level 1, Semester 2, Credits 5)	Available:30 Relevant:1
The aim of this module is to introduce students to processes of environmental change and to explore how policy-makers have responded to these challenges. The module has three primary components: firstly, it will examine key environmental challenges facing society at a range of sp..			
POL10010	Irish Politics	(Level 1, Semester 2, Credits 5)	Available:24 Relevant:1
The objective of this course is to introduce students to the workings of the Irish political system. We start by locating Irish politics in comparative terms, showing how unusual a political system it is in comparison to other European states. The course then examines the histori..			

Elective Modules							
Semester One							
CRN	Mod. Code	Credits	Title	Class Type	Stage	Status	Action
None Found							
Semester Two							
CRN	Mod. Code	Credits	Title	Class Type	Stage	Status	Action
11255	ARCH10050	5	<a href="#">Intro archaeology of Ireland</a>	Lectures	Stage 1	CONFIRMED	<a href="#">Drop / Swap, Assign Stage</a>
25244	GEOG10020	5	<a href="#">Geography of Cities</a>	Lectures	Stage 1	PROVISIONAL	<a href="#">Drop / Swap, Assign Stage</a>

**Search for Elective Modules**

[Search by Subject](#) [Search by School](#) [Keyword Search](#)

Category:  Subject:  Show Modules From:  Choose Semester:

## • Search for Elective Modules

- In Programme
- All (General Electives)
- Use 'search by' filters

## • Choose from the list displayed

- Click on title to read information and register
- The white x on red background symbol means it won't fit in your current timetable

## • Choices appear in the Electives Modules section

- Confirmed = you have a place
- Provisional = it will be part of the General Elective allocation







# Fees Explained

**Shannon Ellison**  
**Student Support Assistant**





# Fees Explained



What are your Fees?

HEA Free Fees Scheme



SUSI Grants & Maintenance

How to Pay





# What are your Fees?

- Your Programme Fees are made up of **three separate charges**
  - Undergraduate Tuition Fee
  - Student Contribution Charge
  - Student Centre Levy
- You will be charged per module taken, there are no overall “Registration Fees”
- You can pay in **two instalments**
  - **One third** in September
  - **Two thirds** in January





# SUSI

- Student Universal Support Ireland
- Put your **SUSI Application Number** (W1718XXXXXX) in the personal details section of Online Registration
- We talk to SUSI for you
- If you are awarded the Grant it will cover the Student Contribution Charge (€3,000)
- If you are awarded Maintenance SUSI will pay it to your bank account directly





# How to Pay?

- You can pay your fees as part of Online Registration
- You can also check your fees through SISWeb anytime using the “**Programme Fees and Payments**” tab
- If somebody is paying on your behalf, they can use the “**Third Party Payment Portal**”
- You can give us permission to speak to your **Parent/Guardian** about your fees and registration using the **Parental Authorisation Password** service in the Personal Details section of Online Registration







# UCD Student Desk

- We're here to help!

- You can drop in, call us or contact us through the **Student Desk Connector**

[www.ucd.ie/studentdesk/contact](http://www.ucd.ie/studentdesk/contact)

- We can help with queries about
  - Fees & Registration
  - Admissions
  - Assessment
  - Form Stamping and Official Docs
  - And lots more





# UCD Student Desk

- We're here to help!



Tierney Building



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



01 7161555





# UCD Programme Offices

**Sue Philpott**  
**Programme Office Director**  
**Engineering And Architecture**





SUPPORTING THE  
STUDENT JOURNEY AT  
HOME AND ABROAD

# UCD PROGRAMME OFFICES

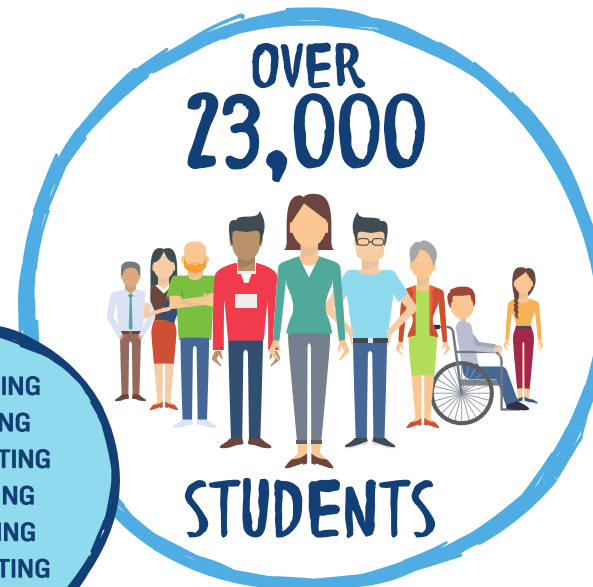
WORKING SMARTER TOGETHER SINCE 2005...  
...DRIVING CHANGE TO DELIVER UCD'S STRATEGIC AGENDA

Connected by the **Programme Office Directors** Group

SUCCESSFULLY  
WORKING  
TOGETHER WITH



MENTORING  
ADVISING  
SUPPORTING  
ENGAGING  
RETAINING  
CONNECTING



6 COLLEGES | 37 SCHOOLS | 344 PROGRAMMES | 1134 MAJORS

ALL SUPPORTED BY **85** DEDICATED & EXPERIENCED  
PROGRAMME OFFICE STAFF



# UCD Programme Offices

- Agriculture & Food Science
- Arts, Humanities & Social Science
- Business
- Engineering & Architecture
- Health Sciences
- Law
- Nursing, Midwifery & Health Systems
- Public Health, Physiotherapy & Sports Science
- Science
- Veterinary Medicine







# UCD Students' Union

Rob Sweeney  
Education Officer  
UCD Students' Union





Graduate Officer  
Niall Torris

Education Officer  
Robert Sweeney

Campaigns & Communications  
Officer  
Barry Murphy

President  
Katie Ascough

Welfare Officer  
Eoghan MacDomhnaill



## UCDSU EDUCATION

I'm your Students' Union Education Officer.

I lead the SU's educational focus both inside and outside of the college. I'm here for any academic issues you may have - from a failed exam to an extensions or in some rare cases a problem with a lecturer. In short ensuring that you receive an education of the best quality while attending UCD.

If you've any questions or concerns at all, feel free to drop in, get in touch by email or give me a call.

[education@ucdsu.ie](mailto:education@ucdsu.ie) (01) 716 3122





- *Support*
- *Chat*
- *Fun*

**CHALLENGE  
YOURSELF**

**BUNGEE JUMP**

**RAG WEEK**

**POLAR PLUNGE**

**UCD DARKNESS**

**INTO LIGHT**

**RUN FOR  
CLASS REP**

**GET YOUR NOMINATION FORM NOW**

**UCD Students' Union  
Aontas na Mac Léinn UCD**







## What's coming up?

- Fresher's Ball
- Fresher's Week
- Domino's Ball

[www.facebook.com/ucdsu/](http://www.facebook.com/ucdsu/)





# Good Luck with Registration!

