**MODULE REGISTRATION FORM**

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| **SSRA Module Enrolment Registration Form** | | | | | |
| **Personal Information (Please complete this information fully and clearly)** | | | | | |
| **Name:** | |  | | | |
| **Student No:** | |  | | | |
| **Date of Birth:** | |  | | | |
| **School:** | |  | | | |
| **UCD email** | |  | | | |
| **Programme information (Please complete this information fully and clearly)** | | | | | |
| **Programme Title (ie: Medicine; GEM; BHLS’ Radio; Physio; Eng):** | |  | | | |
| **Programme Current Stage for academic year 2023/24** | |  | | | |
| **Project Title:** | |  | | | |
| **Project Number:** | |  | | | |
| **Module/Credit Confirmation** | | | | | |
| **Module Code/Title** | | **Credit** | | **Please tick one box only** | |
| **AUDIT ONLY** | | **N/A** | |  | |
| **MDSA30280** | | **5** | |  | |
| **Declaration**  By signing this form you are agreeing to the terms and conditions of this module. | | | | | |
| By registering to the SSRA module (for both credit and audit) you are agreeing to the following module requirements:   1. Students can complete ONE project only for presentation at the SSRA Poster evening. 2. Students are required to submit one abstract for publication in:    1. The SSRA Book of Abstracts and;    2. The Irish Journal of Medical Science (IJMS). 3. Students must **submit** one PDF poster on Wednesday 4th September 2024. 4. Students must **attend** the SSRA Poster Presentation Night Adjudication on Tuesday 17th September 2024. 5. Students must **attend** the SSRA Gold Medal Night on Wednesday 25th September 2024. 6. Students must **attend** the Communications Workshops on the 10th and 12th of September 2024, 12-2pm   **Please note that once registered for a module, if for any reason you do not complete and have not officially withdrawn from this module within 6 weeks, a NG grade received will be entered onto your university record and will appear on your transcript**.  To withdraw from a module or change your status to AUDIT (students do not participate in assignments or assessment and NO credits are awarded), please contact [ssra@ucd.ie](mailto:ssra@ucd.ie) within 6 weeks of the commencement of the module.  **NO RETROSPECTIVE CHANGES AFTER THIS TIME CAN BE MADE.** | | | | | |
| **Supervisor Signature:** |  | | **Print Name:** | |  |
| **Student Signature:** |  | | **Date:** | |  |
| **Approval of Module Coordinator:** |  | | **Date:** | |  |
| **Please return the completed form to UCDMR, C001, Health Sciences Centre.** | | | | | |
| **For Office Use Only** | | | | | |
| **Processed by:** |  | | **Date:** | |  |

**MODULE REGISTRATION**

**ALL SSRA Students are to complete the SSRA Module Registration Form, available in the Student Hub window of the SSRA website and return to email a PDF copy to ssra@ucd.ie by 12.00pm, Friday 24th May 2024.**

**Please note: This form needs to be signed by YOU AND YOUR SUPERVISOR if you are Auditing SSRA.**

**A further signature from Dr Sheehy will need to be obtained if you are completing SSRA for Credit – Simply contact Dr Sheehy via email (noreen.sheehy@ucd.ie) to arrange a short Zoom meeting to discuss your Project.**

**All Students will be registered to the SSRA module through the SSRA Office.**

**\*\*\*\*DO NOT WEB REGISTER FOR YOURSELF FOR THIS MODULE**

**REGISTRATION INFORMATION**

* Please tick ONE of the following on the form:
  + Audit (No credit loading)
  + **MDSA30280** (5 credits)
* All registered undergraduate students (UGM, GEM, Radiography, BSc Biomedical Health and Life Science, Physiology students) within the School of Medicine, School of Veterinary *(subject to approval)* and School of Mechanical and Materials Engineering *(subject to approval*) can undertake the SSRA research programme.
* Please note the following:
  + Only GEM Stage 1 students can take the SSRA for 5 credits. All other GEM students (Stages 2, 3 & 4) can only take the SSRA for Audit.
  + School of Veterinary Medicine and College of Engineering and Architecture students can undertake the SSRA research programme for 5 Credits subject to approval.
  + If you have registered previously for the **5 credit SSRA module** and if you want to do SSRA again you can only do it on the second occasion for audit.

## If you intend taking the module for credits you need to meet Dr Noreen Sheehy in advance to discuss your project. Please email Noreen at [noreen.sheehy@ucd.ie](mailto:noreen.sheehy@ucd.ie) to arrange a meeting.

**IMPORTANT DATES**

* The deadline for submission of the SSRA module registration form to [ssra@ucd.ie](mailto:ssra@ucd.ie) is **12 noon, Friday 24th May 2024.**
* Please note that all SSRA projects must be commenced by Monday 3rd June 2024.
* All abstracts, whether for credit or audit, must be submitted as Assessment 1 in Brightspace by 12.00pm, Wednesday 7th August 2024.
* All PDFs of posters, whether credit or audit, must be submitted as Assignment 3 by 12.00pm, Wednesday 4th September 2024.
* Students undertaking the module for Credit must submit a Research Report as Assignment 2 in Brightspace by 12.00pm Wednesday 7th August 2024.

**REGISTRATION IMPLICATIONS**

* When students are registered to this module in 2024 their fees for 2024/25 will change once they are registered.
* As the credits for this module will be assigned to the 2024/25 academic year, students should take a reduced credit load in 2024/25.
* **Students taking the five credit SSRA module should register for five credits less during their online registration in 2024/25**.
* Students on a grant and taking the SSRA module for 5 credits **may** be liable for fees for this module.
* Please contact the Fees Office for confirmation of this before completing your registration form.
* Queries in relation to this should be directed to the student desk at the following link: https://www.ucd.ie/students/studentdesk/contact/
* Auditing this module will not incur a fee liability.

**CREDITS FOR 2024/25**

* In relation to credits for SSRA appearing on your transcript, please note that the credits for the Summer 2025 module, will be assigned to the forthcoming 2024/25 academic year and will be added to your academic record after the Examination Board in October 2024.

## For further information on this module please contact [ssra@ucd.ie](mailto:ssra@ucd.ie)