



## UCD REGISTRY

### Reminder about returning from a Leave of Absence – September 2019

Dear Student,

The main registration season for 2019/20 starts this week. If you are returning to UCD this September, you will find some important information below on the following:

- Online registration
- Paying your fees
- Staying connected
- UCARD
- Car parking

Please make sure that you check your UCD Connect email regularly throughout the academic year so that you do not miss important updates from the University.

If you decide not to return and would like to either extend your leave of absence or withdraw from the University please speak with your [Graduate School/College Office](#) as soon as possible. There is more [information and advice about leave of absence](#) on the web.

Enjoy the rest of your summer break.

Kind regards,

Ryan Teevan  
Deputy Director  
Administrative Services  
UCD Registry



#### Online Registration

To access online registration, log into [SISWeb](#) and click on **My Registration**. You can also access it using the **Registration, Fees & Assessment** tab in the top bar of [SISWeb](#).

**Undergraduate\* and Graduate Taught students** - check your UCD Connect email for confirmation of your Start Time for module registration. Your Start Time is open-ended so you can begin your registration any time from the date/time confirmed in the email.

*\*If you missed your chance to book your Start Time, don't worry. One will be allocated to you and confirmation sent to your UCD email.*

Online registration for **Graduate Research students** opens on 15 August 2019.

All students must go online to confirm their registration to their programme. To do this, log into [SISWeb](#) and click on **My Registration**. [This quick video shows you how.](#)

[Read more](#)



## Choosing your Elective modules (Undergraduates)

Check out the choices available when selecting your **Elective modules**. As well General Electives, there are a number of **Structured Electives** available. There are also exciting **Discovery modules** that you can choose as Electives.

[Read more](#)



## Paying your Fees

Check the [fee payment dates and what you need to pay](#) for 2019/20.

**Online payments** can be made through your **SISWeb** account. **Other payment options** are also available.

Fees for **undergraduate students** will be charged on a modular basis. This means that as you register to select or drop modules, your fee charges will change accordingly. Check your fee account on a regular basis to ensure that you have met your fee payment requirements.

To **complete your online grant application or track its progress**, visit the [SUSI website](#).

### Please note

If you still owe fees from 2018/19, it may affect the following:

- Access to examination results (including transcripts and statements)
- Registration for 2019/20
- Graduation/conferring if you are completing
- Admission to a new programme in UCD

[Read more](#)



## Student Card (UCARD)

Once you have confirmed your registration for 2019/20, your UCARD will remain active. If you need a new card, contact the [UCARD Bureau](#).

[Read more](#)



## Campus Car Parking

Permit parking will be in effect from Monday, 9 September 2019. To apply for a parking permit go to the [UCD Estate Services website](#).

[Read more](#)



## Stay Connected

There are a number of ways you can keep up with what's happening in UCD:

- Check your **UCD Connect email** regularly
- Read the **UCD student update email**
- Check out the **Current Students website**
- Follow us on **Facebook** and **Twitter**
- Add **ucdstudentdesk** on Snapchat
- Keep an eye on the **key dates page**
- Don't forget, you can also go the **UCD Student Desk** with your questions

## Get in Touch



[Student Desk Connector](#)



[Tierney Building](#)



[@ucdstudentdesk](#)



[ucdregistry](#)

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