



UCD REGISTRY

Information for Spring Trimester 2019/20

Dear Student,

We are looking forward to welcoming you back for the Spring Trimester on Monday, 20 January 2020. This email provides information on the following:

- Spring Trimester registration
- Important fee information
- Registering to repeats/resits
- Your student record
- Your UCD email and email preferences
- Campus car parking
- Get in touch

Autumn Trimester provisional exam results will be released on Wednesday, 22 January and will be available until 5.00pm on Tuesday, 28 January 2020. You will shortly receive a separate email in relation to this.

Wishing you every success with your studies.

Kind regards,

Ryan Teevan
Deputy Director
Administrative Services
UCD Registry



Spring Trimester registration

If you need to make **changes to Spring Trimester modules**, you should do so by 5.00pm on Tuesday, 28 January 2020.

- Undergraduate and Graduate Taught students can make changes through [SISWeb](#)
- Graduate Research students should contact their [Graduate School](#) for assistance

Please check the [key dates](#) to make sure that you know about any deadlines that affect you (e.g. module registration, fees deadlines, withdrawal dates).

Please note: If you intend to [withdraw from your Programme](#), please do so before Friday, 31 January 2020 to avoid being liable for Spring Trimester fees.

[Read more](#)

[Pay your fees](#)



The next instalment of fees for 2019/20 is due on **Friday, 31 January 2020**.

Check the [fee payment information](#) to see how much you need to pay. For Undergraduate students this will be the remaining balance on your account. If you have made any changes to your registration since your first instalment, please remember that this could affect the amount due.

[Non-payment of fees](#) may affect access to exam results and other services.

You can view your balance, make a payment online or access your Fee Statement through [SISWeb](#). Go to the **Registration, Fees and Assessment** tab and select **Programme Fees & Payments**. You can make payments of up to €1500 per transaction in SISWeb. [Other payment options](#) are also available.

[Read more](#)



Repeat/Resit Registration

Provisional exam results will be released on **Wednesday, 22 January and available in SISWeb until 5.00pm on Tuesday, 28 January 2020**. If you have failed any modules from the Autumn Trimester, please check the [resits and repeats](#) information on the UCD website.

Undergraduate and Graduate Taught students, you will be able to **register to any repeats/resits through the Repeats page** in Online Registration between 2.00pm on 23 January and 5.00pm on 28 January 2020. You will also be able to register to any modules for which you have a withdrawn grade.

Graduate Research students, you should contact your [Graduate School](#) for help with module registration.

[Read more](#)



View your student record (UView)

UView allows you to check information such as your Programme history, contact information, module registration, GPA and grades.

You can view your student record in [SISWeb](#) at any point. Go to the **Registration, Fees & Assessment** tab and select **UView** in the menu list.

[Read more](#)



Your UCD email and email preferences

UCD issues all formal correspondence to you via your UCD Connect email.

Check that your personal email details are up to date in SISWeb by going to **My Registration > My Profile > My Email Preferences**. If you do not want UCD to use your personal email address, you can change this in **My Email Preferences**.

[Read more](#)



Campus Car Parking

Permit Parking Annual

If you have paid the annual permit parking fee please check that you have the correct car licence plate number recorded on your [parking permit account](#).

Permit Parking Spring Trimester

If you only paid for the Autumn Trimester and wish to use permit parking for the Spring Trimester you must log on to your [parking permit account](#) and pay the fee due. Please ensure that your permit parking fee is paid before parking on campus during this period and that the correct car licence plate number is recorded. No permit is required for the Summer Trimester.

New Permit Parking Account Holders

To apply for a permit parking account go to [UCD Estates Services](#) and follow the instructions to complete and pay for your permit.

[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](#)
- 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

[Read more](#)

Get in Touch



[Student Desk Connector](#)



[Tierney Building](#)

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