



UCD REGISTRY

Registration 2019/20 for May start students

Student Number :PRIMARY_ID

Hi student,

I would like to welcome you to the 2019/20 academic year.

This email contains important information to allow you to:

- Complete your registration
- Check for COVID-19 updates
- Check your teaching and learning arrangements
- Pay your fees
- Get your UCARD
- View your student record
- Check your UCD email preferences
- Stay connected
- Get in touch

UCD has special arrangements in place due to COVID-19. Advice and information can be found on the [University's dedicated COVID-19 page](#) which is updated continuously.

If you have any further queries about the information provided below [we are here and ready to help](#).

Wishing you every success with your studies this year.

Kind regards,

Andrew Myler
Director of Administrative Services
UCD Registry



Complete your Registration

Your registration is **your responsibility**. It is very important that you get it right to ensure that you have access to your modules in Brightspace, UCD's Virtual Learning Environment (VLE) and that your timetable is correct.

Online registration is currently open for you to confirm registration, review your personal details, pay fees and upload a photo for your student card (if necessary).

To confirm your registration; log into [SISWeb](#) and click on **My Registration**. This allows you to obtain/reactivate your UCD Student Card (UCARD) and gain access to the wide range of facilities available to our students.

Check the [key dates](#) for important deadlines e.g. registration, fee payment dates.

[Read more](#)



COVID-19 Special Arrangements

The health and wellbeing of our students, staff and faculty is very important and UCD has special arrangements in place due to COVID-19. Advice and information can be found on the [University's dedicated COVID-19 page](#).

In line with Government and UCD guidance on COVID-19, faculty and staff are currently working remotely while the University is closed. The UCD Student Desk is available to help you through [the Connector or Hangout Chats](#).

[Read more](#)



Teaching and Learning Arrangements

Teaching and learning activities are currently being delivered online due to the special COVID-19 arrangements in place. You will find more information on the [UCD COVID-19 FAQ page](#). We advise that you regularly check this page for up-to-date information on the University's approach to teaching and learning during the COVID pandemic.

Your Module Coordinator or Programme Director will be in touch with you about specific arrangements so keep an eye on your UCD Connect email.

[Read more](#)



Pay your fees

Check the website for the [fee payment dates](#) and what you need to pay for 2019/20. The amount of fees charged will depend on whether you have an [EU](#) or [non EU](#) fee status.

Online payments can be made through your SISWeb account. To view your fees balance, go to [SISWeb](#), enter your UCD student number and password and click on the **Registration, Fees and Assessment** tab.

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

[Read more](#)



Get your UCARD

If you are a **new student** and do not have a UCARD yet, you can get one from the [UCARD Bureau](#). Remember to confirm registration and upload your photo online before you request your card.

If you are a **continuing student**, once you have confirmed registration, your student card will be valid for 2019/20.

[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. Do this by logging into log SISWeb using your UCD student number and password. Click on the Registration, Fees & Assessment tab and select UView in the menu list.

[Read more](#)



Check your UCD Email preferences

Click on **My Registration** in SISWeb and go to **My Profile** to check that your personal email details are up to date.

If you do not want UCD to use your personal email address, you can make that change in **My Profile**.

[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**
- Keep an eye on the **key dates page**
- Contact the UCD Student Desk **via our Connector or Google Hangouts Chat**

Get in Touch



[Student Desk Connector](#)



[Tierney Building](#)

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