



# UCD REGISTRY

## REMINDER TO REGISTER TO YOUR PROGRAMME FOR 2020/21

Dear Student,

We note from our records that you have not yet registered for the current academic year 2020/21. If you are continuing your studies with UCD you need to immediately register to your programme via SISWeb.

### What you need to do

- Log into **SISWeb** (using your UCD Connect login details).
- Click on **My Registration** to confirm your registration.  
A [guide to online registration](#) can be found on the Current Students website.

**If you have not registered by 5.00pm on Thursday, 29 October 2020 your student record will be deactivated. After this time, should you wish to register for 2020/21 you will be charged a registration reactivation charge of €250.**

Any continuing students who have not confirmed their registration by 29 October will lose access to their One Drive account and any files saved in it. If you are not returning, but have files saved in your One Drive, please transfer these files to another account/folder immediately.

### Please note

- If you have not yet paid your fees, you should still REGISTER TO YOUR PROGRAMME IMMEDIATELY and pay your fees online as soon as possible. If you cannot pay online you may use one of the [other payment options](#) available.
- If you owe fees from 2019/20, you will need to pay them before you can register for 2020/21.
- If you are encountering financial or other issues you may wish to speak with your [Student Adviser](#) before doing anything. Please do this as soon as possible.
- If you are taking a [leave of absence](#) during 2020/21, please make sure to contact your [College/School Office](#) if you have not already done so.
- If you have [withdrawn from UCD](#), please make sure you have informed your College/School Office if you have not already done so.

If you need further help, you should contact your [College/School Office](#). Assistance is also available at the [Student Desk](#).

Kind regards,

Lee O'Farrell

Student Records Manager  
Administrative Services  
UCD Registry

## Get in Touch



[UCD Student Desk](#)



[Tierney Building](#)

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