

09 January 2023



# UCD REGISTRY CLÁRLANN UCD

## Information for the Spring Trimester 2022/23

Dear Student,

We are looking forward to welcoming you back for the Spring Trimester on Monday, 23 January 2023.

This email provides information on the following:

- Spring Trimester Registration
- Student Desk Supports
- Important Fee Information
- Emails from UCD
- Stay Connected

**Final results for Autumn exams** will be available by 2 pm on Tuesday, 31 January 2023 through your SISWeb. You will receive an email during the day containing a secure personalised link that will bring you directly to your results page. This is the only way in which you will be able to access your results on the day. Further information [on how your results will be released](#) as well as information on [understanding your grades](#) can be found on the [Current Students web page](#).

Wishing you every success with your studies.

Kind regards,

Kate Griffin

Director of Customer and Curriculum Operations | Stiúrthóir Oibríochtaí Custaiméirí & Curaclaim  
UCD Registry | Clárlann UCD



## Spring Trimester Registration

Online module registration is **currently open for Stage 1 Undergraduates** to choose their Spring Elective (if required) and review their Spring modules. Check the [key dates page](#) for details.

The [Module Spotlight page](#) shows a selection of interesting module choices that have first year elective places available.

Online module registration will **open for other Undergraduate students from Monday, 16 January 2023 onwards**. Check the [key dates page](#) for the specific opening time for your Stage/College.

### What you need to know

- If you need to make **changes to Spring Trimester modules**, you should do so by 5 pm on Tuesday, 07 February 2023.
- You can **register to Repeat/Resit/Withdrawn modules (if needed)** from 2 pm on Wednesday, 01 February 2023 to 5 pm on Tuesday, 07 February 2023.

**Please note:** If you intend to [withdraw from your Programme](#), please do so before Tuesday, 31 January 2023 to avoid being liable for Spring Trimester fees.

[Read more](#)

## Student Desk Supports

The Student Desk is here to help you. Check out our [Ask Us page](#) for current services. You will also find useful information on our [FAQs page](#).

[Read more](#)



## Important Fee Information

The next instalment of fees for 2022/23 is due on Tuesday, 31 January 2023.

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.

You can make payments via your [SISWeb](#) account. Please note that some banks may limit how much can be paid per transaction. [Other payment options](#) are also available.

[Read more](#)



## Emails from UCD

The University uses email as an official means of communication with students and provides a UCD Connect email to each student for this purpose.

### **What you need to know**

In addition to the UCD Connect email, communications will also be sent to the personal email account of any student who has provided a non-UCD Connect account.

### **What you need to do**

- Log into **SISWeb** and click on **My Registration**
- Look for the **My Profile** link and check that your **Email Preferences** are up to date
- If you don't want UCD to use your personal email address, you can change the setting to have emails sent only to your UCD Connect address

### **Please note**

Your UCD Connect email address remains the main point of contact for all communications.

[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
- Check out the **Current Students website**
- Read the **UCD Student Email Updates**
- Keep an eye on the **key dates page**
- Check out the Student Desk **Ask Us page** for how to contact us

## Get in Touch



[Student Desk Connector](#)



[Tierney Building](#)

This is an automated message. Please do not respond to this email. Click on the links above to contact us.

This email was sent by UCD Registry