



# UCD REGISTRY

## Reminder to register to your programme for 2021/22

Dear Student,

We note from our records that you have not yet confirmed registration for the current academic year 2021/22. If you are undertaking 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 confirmed registration by 5.00 pm on Friday, 05 November 2021 your student record will be deactivated. After this time, should you wish to register for 2021/22 you will be charged a registration reactivation charge of €250.**

### Please note

- If you have not yet paid your fees for 2021/22, 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 2020/21, you will need to pay them before you can register for 2021/22.
- 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 2021/22, 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- If you have withdrawn from UCD, please make sure you have informed your [College/School Office](#) if you have not already done so.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 your record is deactivated you will lose access to your UCD IT Account.

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](#)

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