UCD REGISTRY

Important information for the Start of Term

Hi Student,

I would like to welcome you to the 2021/22 academic year. This email contains important information to get you organised for the year ahead.

- Complete your registration
- Student Desk Supports
- 2021/22 Academic Year
- Student Card (UCARD)
- UView (your Student Record)
- Paying Your Fees
- Emails from UCD
- Campus Car Parking
- Stay Connected

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.

Please make sure that you check your UCD Connect email regularly throughout the academic year so that you do not miss important updates from the University.

Kind regards,

Jeremy Britton
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 and that your timetable is correct.

Online registration is open for you to **confirm registration**, complete personal details, upload your student card photo and pay fees if necessary.

To access **online registration**, go to www.ucd.ie/connect and click on the **SISWeb** icon.

- Click on Log in via SSO and enter your student **UCD Connect username** (student number) **and password**
- Click on the **My Registration** button to **confirm your registration** for 2021/22 and begin online registration
- Please confirm your registration by Monday, 31 January 2022

If you need to **register to modules online**, you can do this via SISWeb **between 2 pm on Tuesday, 11 January and 5 pm on Friday, 04 February 2022**. Check the key dates page for details.

A step by step guide to online registration is available on the Current Students website.

Read more

Student Desk Supports

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

Read more

2021/22 Academic Year

The Spring teaching term will begin on Monday, 17 January 2022. Check the 2021/22 Term Dates for more details.

We advise that you regularly check the UCD COVID-19 FAQ page for up-to-date information on the University's approach to teaching and learning during the COVID-19 pandemic.

Read more

Student Card (UCARD)

Your UCARD is your official identification card for the duration of your programme in UCD.

If you are a new student, you must **confirm your registration and upload a photo** so the UCARD Bureau can print your UCARD.

If you are a continuing student, once you have confirmed registration for the current academic year, your student card will be valid for 2021/22.

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 SISWeb using your UCD student number and password. Click on the Registration, Fees & Assessment tab and select UView in the menu list.

Read more

Paying Your Fees

Check the fee payment dates and what you need to pay for 2021/22. The first fee payment deadline will be 31 January 2022.

You can make payments of up to 1,500 euros per transaction via your SISWeb account. To make a payment and view your fees balance, **log in to SISWeb, go to Registration, Fees and Assessment and then Programme Fees and Payments**. Other payment options are also available.

To **complete your online grant application or track its progress**, visit the SUSI website.

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 for all students who have 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.

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

Read more

Campus Car Parking

Parking permits are required on campus from 17 January until 14 May 2022 (inclusive). To apply for a parking permit go to the UCD Estate Services website.

Limited hourly paid parking is available in designated car parks and charges apply from 8am to 5pm, Monday to Friday (excluding bank holidays) 52 weeks a year.

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.