

Procedure for logging on to SIS (Student Information System)

1. Open the UCD website homepage at www.ucd.ie
2. On the bottom right hand corner click on “SIS Student Web”
3. Alternatively type the following in your browsers address bar:
<http://www.ucd.ie/sisadmin/stuweb/>
4. Note the information given re first time users, first time PIN and user ID
5. Click on “Login to Secure Area”
6. Follow the instructions given to log on
7. If you fail to use the correct login or password in three attempts, your web access will be disabled. The only way to correct this is to e-mail stuweb@ucd.ie This should be done by opening your own standard e-mail account and typing the address in. Your account will be re-set to the original settings of student number and date of birth within a couple of days.