



Welcome to UCD

2024/25

JARGON BUSTER

www.ucd.ie/students/services/ucdstudentjargonbuster

Programme

This is your course of study, for example, BA Degree. Each programme will have a set number of stages and credits that you must complete to get a University award (degree, diploma or certificate).

Module

A self-contained unit of teaching, learning and assessment, which is usually studied over one trimester. Each module has a credit value, normally 5 credits. See page 12 for more information.

Credit

Credit is just a name for the workload value given to a module. Modules usually have a value of 5 credits.

Core module

You must do these modules as they're a fundamental part of your degree. **You're normally pre-registered to them.**

Option module

You may be able to choose these modules as part of your degree. There will be a list in your online registration.

Elective module

Modules that you can pick from any subject area across UCD.

Co-requisite modules

These are modules that must be taken together.

Pre-requisite module

Before you can register to some modules you need to have completed certain modules first.

Incompatible modules

You can't register to a module if you are also registered to, or have already been registered to, another module where the content is considered to be too similar.

Module Coordinator

The Module Coordinator is responsible for the design, delivery and assessment of a module and acts as the principal examiner for it.

Level

The level of a module is the level of difficulty of the material that will be covered, and broadly indicates the stage in your academic career when you are likely to attempt the module. Generally, levels 1-3 are taken by undergraduate students.

Stage

Each stage usually represents 60 credits. A full-time undergraduate student will normally complete a 60 credit stage in one academic year. Some programmes may vary. A degree programme will normally be three to four stages, although some degree programmes have more stages.

Trimester

The academic year is divided into trimesters. Undergraduate programmes have two trimesters - the Autumn Trimester runs from September to December and the Spring Trimester runs from January to May. Each trimester normally has 12 weeks of teaching followed by a revision week and end of trimester exams.

Laboratory, Practicals and Fieldwork

This is the practical work part of your course; it's an opportunity to use the knowledge and techniques you learn in your lectures, e.g. carrying out chemistry experiments or visiting historic sites.

Orientation (4-6 September)

One of the best events in UCD. You'll meet your Peer Mentor and lots of other students from your programme and from other programmes. If you can, attend as many of the social events as possible. Keep an eye on the New Students website for details.

www.ucd.ie/newstudents

CONTENTS

- 02 | Before You Arrive
- 04 | On Arrival At UCD
- 06 | Important Dates
- 08 | Orientation (4-6 September)
- 10 | IT Services In UCD
- 12 | The Building Blocks of your Degree
- 14 | How To Register Online
- 22 | Fees Information
- 24 | UCD Academic Timetable
- 25 | UCD Regulations
- 26 | Student Support
- 28 | Campus Facilities
- 30 | Getting To UCD
- 32 | Getting Around UCD
- 33 | UCD Students' Union
- 38 | Healthy UCD
- 40 | Get Social
- 41 | Checklist



Every effort has been made to ensure the information contained herein is correct. However, it may be subject to change. University College Dublin does not have editorial control or take responsibility for the material published under the Students' Union banner.

BEFORE YOU ARRIVE

We are delighted to welcome you to UCD, Ireland's Global University.

Once you accept your offer – and we really hope you do – you should prepare for the start of term. There are quite a few important things you need to do in the next few weeks, even before you get here!

1 Accept your offer

www.cao.ie

Check your CAO offer notice or UCD Offer email (direct applicants only) carefully and follow the instructions to accept the offer by the relevant closing date.

2 Check out your Orientation timetable

www.ucd.ie/newstudents

Orientation activities take place from 4-6 September. Make sure you check your personalised Orientation timetable which is available on the **UCD New Students website** and in SISWeb.

The UCD Access & Lifelong Learning (ALL) Student Welcome will take place on 3-4 September. Students entering through our alternative pathways - HEAR, DARE, Mature, University Access, Open Learning and QQI-FET will be invited to this event and receive further information directly from UCD ALL. www.ucd.ie/all

3 Watch the UCD IT induction video

www.ucd.ie/itservices/ourservices/students

To help you get started using IT at UCD.

4 Check out the Student Desk's Freshers Guide

You'll get details on how to register online and have fees explained.

For further information see

www.ucd.ie/students/studentdesk/freshersguide

5 Finalise your accommodation

www.ucd.ie/residences

If you have been offered a place in UCD accommodation, follow the instructions emailed to you by UCD Residences very carefully. If you don't get a place on campus, check out the following links for accommodation off campus:

www.ucd.ie/residences/generalfaq

www.ucdaccommodationpad.ie

www.ucdsu.ie

www.daft.ie

6 Check out the commuting guide to plan how to get to UCD

www.ucd.ie/estates/ourservices/commuting

Contact campus services for help with directions.

7 Check out UCD's Jargon Buster

www.ucd.ie/students/services/ucdstudentjargonbuster

We've explained the key terms on the inside cover but the online Jargon Buster will explain other words and phrases you'll hear in UCD.

8 Get Social!

www.ucd.ie/social-media

Use the hashtag **#helloucd** to connect with other students joining UCD this year. Check out the list of UCD-related social media sites (page 40) and keep up to date with the latest news and events from around the University.

9 Go to UCD Connect

www.ucd.ie/connect

Your UCD Connect account will be available in advance of you starting online registration. This will give you access to your UCD email account, Brightspace and SISWeb (the student information system). Click on the relevant icon and enter your username and password when asked.

USERNAME

Your username is your CAO number (or UCD student number if you are a direct applicant or if you were here before).

PASSWORD

If you have already created a password for SISWeb, please use that. Otherwise, your temporary password is your date of birth (ddmmyy). Please change this upon first login, as it will expire. See page 10 for more details.

10 Begin Step 1 of Registration

www.ucd.ie/students/registration

You can begin Step 1 of Registration from **30 August** (depending on when you accept your offer). To enter online registration, go to UCD Connect, click on the SISWeb icon and enter your login details. Visit www.ucd.ie/students/registration for more information.

11 Start the "Introduction to UCD" module

This module will help you get started in UCD. Click on the Brightspace (the virtual learning space) icon in UCD Connect to begin the module.

12 Check your module registration start time

www.ucd.ie/students/registration

Check your UCD Connect email on **4 September** (in the afternoon) to see your start time for module registration.

13 Check your UCD Connect Email

The **UCard Bureau** will be in contact with you before you arrive with all the information you need in order to collect your UCD student card (UCard). Monitor your UCD email for the instructions and deadline for submitting your photo for your UCard.

14 Begin Step 2 of Registration on 5 or 6 September (depending on your start time)

www.ucd.ie/students/studentdesk/registration

Module registration begins from **5 September** for the first group of incoming students. Check your UCD email for your start time.

ON ARRIVAL AT UCD

Plan your time carefully. The first few weeks of term will be a busy time for you, so make sure you plan your time to make the most of everything that UCD has to offer.

15 If you are deferring/ cancelling your place

www.ucd.ie/askus

If you want to take a year out of study before you start in UCD, you may be able to defer your place for a year. Please see www.ucd.ie/ugdeferral

If you decide you don't want the offer you have accepted, please contact us to cancel your place so you do not incur fees and we can offer it to someone else.

16 Attend Orientation

www.ucd.ie/newstudents

The main University Orientation runs from **Wednesday, 4 September to Friday, 6 September** and is an essential part of becoming a UCD student. Check your timetable carefully to see when you need to attend your Programme's Orientation.

Orientation for most students includes Academic Advisory sessions, Student Card Collection, a campus tour and an official welcome. For orientation events throughout the Autumn Trimester, keep an eye on www.ucd.ie/events.

17 Get involved in Sustainability in UCD!

UCD is leading the charge in making a positive impact on the environment and society through our talented researchers and graduates. We are ranked No.1 in Ireland for Sustainability in the QS University Sustainability Rankings 2024. Email greencampus@ucd.ie to get involved!

UCD also has an active and impactful student Sustainability Society. To join, email sustainability@ucdsocieties.ie

18 Meet Your Peer Mentor

www.ucd.ie/peermentoring

You will be assigned to a Peer Mentor who is a trained, experienced student from your degree programme. Your Peer Mentor is there to welcome you to UCD, share helpful tips and assist you during the first trimester / term as you transition to college life. Make sure to connect with your Peer Mentor. Follow [@ucdpeermentors](https://www.instagram.com/ucdpeermentors) on Instagram

19 Check Your Academic Timetable

www.ucd.ie/sisweb

Important information on module content and assessments is presented at the first lecture of each module - don't miss it!

20 Review Your Module Choices

www.ucd.ie/students/registration

Incoming Stage 1 Undergraduate online registration closes at **5pm on Friday, 20 September 2024** so make sure you have registered to enough Core/Option credits (usually 55 credits) and that you have registered to any labs and tutorials by that date. You will have a chance to change your choice of modules and register to your Elective module for Spring in early January. Keep an eye on www.ucd.ie/students/



21 Know Where to Go For Support

www.ucd.ie/students

There is much to enjoy at university, but it can also be difficult and stressful at times. If you have any problems while you're here, there are people to help you.

The different types of support are listed on pages 26-27 and also available at www.ucd.ie/students/services.

You can contact the Student Desk on www.ucd.ie/askus or drop in to us in the Tierney building. We are always happy to help you.

22 Get to Know Your Students' Union

www.ucdsu.ie

On joining UCD, you automatically become a member of the UCD Students' Union (SU). The SU represents students' views and opinions, and works on a number of University committees from all areas of university life as the voice of the student population. See page 33 for more information.

23 Get involved in UCD life

www.ucd.ie/sport

www.ucd.ie/societies

There are more than a hundred clubs and societies in UCD, covering activities such as debating and creative writing to basketball and rugby, and everything in between. Find a club, society or group that interests you, and join it.

24 Become A Volunteer

www.studentvolunteer.ie/ucd

There are a wide range of volunteering opportunities on and off-campus for UCD students.

25 Make Sure You Read the following...

- UCD Student Code
- UCD Student Charter
- UCD Academic Regulations
- UCD Smoke-free Campus Policy
- UCD Mental Health Policy
- The Acceptable Usage Policy
- Healthy UCD
- Dignity and Respect Policy

www.ucd.ie/students/services

IMPORTANT DATES

AUTUMN TRIMESTER 24/25

30
AUG

Incoming CAO students and direct applicants who have accepted their offer by **5pm on 28 August** can begin Step 1 of registration

02
SEP

Incoming CAO students and direct applicants who have accepted their offer by **5pm on 29 August** can begin Step 1 of registration.

03
SEP

Incoming CAO students and direct applicants who have accepted their offer by **5pm on 30 August** can begin Step 1 of registration

04
SEP

Incoming CAO students and direct applicants who have accepted their offer after 5 pm on **Friday, 30 August 2024** and up until the closing of Round 1 acceptance can begin Step 1 of registration

04
SEP

In the afternoon, you can check your UCD Connect email for your start time for module registration

04
SEP

The main University Orientation runs from **Wednesday 4 September** until **Friday, 6 September**. Make sure to check your Orientation timetable carefully

05
SEP

Module registration begins (Check your UCD email for your start time)

08
SEP

First instalment of fees due

09
SEP

Academic teaching term begins

16
SEP

UCD Freshers Week
Fresher Marquee @ the Student Centre Quad

16
SEP

UCD Sports Expo
UCD Sports Centre

20
SEP

Incoming Stage 1 Undergraduate registration closes at 5pm

01
NOV

Autumn Trimester exam timetable published

01
NOV

Deadline for dropping modules/withdrawing from your Programme

29
NOV

End of Autumn Trimester teaching term

07
DEC

Autumn Trimester exams begin (incl. **Saturday, 14 & 21 December**)

21
DEC

Autumn Trimester exams finish

SPRING TRIMESTER 24/25

20
JAN Spring Trimester academic teaching term begins

30
JAN Autumn Trimester exam results

31
JAN Remaining balance of fees due

10
MAR Fieldwork/study period (2 weeks)

21
MAR Spring Trimester exam timetable published

24
MAR Spring Trimester academic teaching term resumes

25
APR Spring Trimester academic teaching term ends

26
APR Revision week

03
MAY Spring Trimester exams begin (incl. **Saturday, 10 & 17 May**)

17
MAY Spring Trimester exams finish

20
JUN Spring Trimester exam results

For more key dates for first year undergraduates, visit

www.ucd.ie/students/keydates



ORIENTATION



The UCD Orientation programme is designed to help you settle in to UCD & have some fun at the same time! Throughout the programme you will be introduced to both the academic and social elements of university life.

Orientation in UCD has 3 main strands:

1 PROGRAMME ORIENTATION

You will have a specific timetable of orientation events related to your course of study. Most of these events will take place from **4 - 6 September** with other events throughout the Autumn Trimester. Your personalised Orientation timetable can be found on your SISWeb account and at ucd.ie/newstudents. Just enter your CAO code or programme title in the search field.

2 VIRTUAL ORIENTATION

Part of your Orientation will take place on Brightspace, our virtual learning environment. Once you have registered, make sure to access Brightspace and start the "Introduction to UCD Module" where you will learn how to use our IT systems and explore content designed to help you feel part of the UCD Community.

3 SOCIAL ORIENTATION & TOURS

Together with a small group of classmates, you will be assigned to a Peer Mentor who will take you on a campus tour. Be sure to check your UCD Connect email account for a message from your mentor.

There will also be a President's Welcome ceremony. At the ceremony you will meet students in your programme and learn more about your university. You will find the venue details on your orientation timetable.

Stay in touch with your Peer Mentor - especially in the Autumn Trimester. As well as providing support, information and informal advice, your Peer Mentor knows which support services to refer you to if there is a need. Global Guides are also available at the Welcome Desk in the Global Lounge during term-time, Mondays - Fridays 9am - 9pm. They are current students and are available to answer general queries, provide peer support and assist with events in the Global Lounge.



DURING ORIENTATION

- 1 Log into Brightspace and complete the "Introduction to UCD" module.
- 2 Meet your Peer Mentor who will take you on a campus tour, introduce you to your classmates and answer any questions you may have.
- 3 Check your Orientation timetable for your programme Orientation events where you will meet your lecturers, tutors and staff in the School/College Office.
- 4 Receive academic advice to help you finalise your choice of modules so you have your timetable in place before the first day of lectures.
- 5 Take a campus tour with your Peer Mentor who will show you around the campus, as well as introduce you to your classmates and help you to settle into life at UCD.
- 6 Make new friends and get to know people.
- 7 Ask for help from UCD Orientation Guides (dressed in green t-shirts) who will help you to familiarise yourself with the campus and UCD services.
- 8 Discover all the student services at UCD and what they offer you.
- 9 UCards can be collected from the UCD Village during Orientation.
- 10 Attend a Welcome ceremony as part of your campus tour. This is the point you symbolically join the UCD Community.





IT SERVICES IN UCD



As a registered student you are entitled to download your own copy of Office 365 as well as Sophos Home anti-virus, which is free to install on your devices!

Before you arrive on campus, check out our Student IT Guide for help, tips and watch the IT Induction video which will help you get started using IT at UCD.

www.ucd.ie/itservices/ourservices/students



Download the Google Calendar with your academic timetable to your smart phone!

'DISCOVER IT' AT UCD

Check the Discover IT section in the "Introduction to UCD" module in Brightspace.

If you need help with IT you can contact the IT Helpdesk through our IT Support Hub at www.ucd.ie/ithelp or by calling 01 716 2700. Alternatively, you can make an appointment to avail of our face to face IT Centre service.





YOUR UCD CONNECT ACCOUNT

Each student is provided with a UCD Connect account, so you have 24/7 access to key online services. Through UCD Connect, you have 1TB Gmail and Google Drive storage plus a personal calendar with your own academic timetable in it.

Username is your CAO number (or UCD student number if you are a direct applicant or if you were here before).

Password: If you have already created a SISWeb password, use that to log in, otherwise your temporary password is your date of birth (ddmmyy). You will have to change your initial password (ddmmyy) on first login as it will expire. There is a change password tool in UCD Connect and you will be required to use a strong password.

A range of academic software is available for you to stream from Apps Anywhere or download from Software Downloads in UCD Connect.

Within UCD Connect you also have access to the University's eLearning environment **Brightspace**. Here you'll find your learning and assessment materials, you can submit assignments and check announcements and communications from your lecturers.

DIGITAL OFFICE
Browse our toolkit of resources to make the most of your workplace and shared online applications.

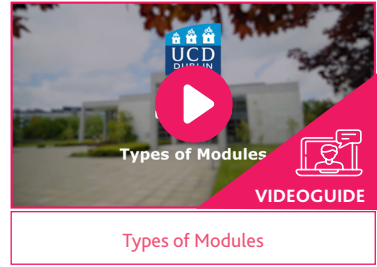
All Applications

To log in go to www.ucd.ie/askus

VIDEOGUIDE

How to Log in to SISWeb, Brightspace & UCD Email

The Building Blocks of your Degree



PROGRAMME

Your degree, for example, DN200 Science.

STAGE 1 [YEAR 1]

SEPT-DEC

AUTUMN TRIMESTER

EXAMS

A Stage is normally a year of a programme, so Stage 1 is first year

JAN-MAY

SPRING TRIMESTER

EXAMS

CORE MODULES

Modules you must study as part of your programme.

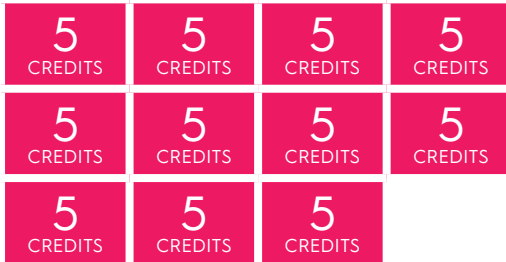
OPTION MODULES

Modules you can choose from within your programme.

ELECTIVE MODULES

Modules you can select from any subject area across UCD.

CORE/OPTION MODULES* IN YOUR DEGREE SUBJECT(S)



ELECTIVE MODULES** FROM OUTSIDE YOUR DEGREE SUBJECT(S) YOU CAN SELECT AN ELECTIVE IN THE SPRING TRIMESTER



MODULES
The units that make up your programme.

* Some programmes require more than 55 Core and Option credits.

55
CREDITS

+

5
CREDITS

** not all programmes require you to take Elective modules

60
CREDITS

YEAR TOTAL

To complete Stage 1 you need to have 60 credits.

BUILDING YOUR DEGREE

UCD full-time undergraduate (Bachelor's) degrees are made up of a number of modules, normally 12 per year. The majority of your study (generally 11 of the 12 modules) will be in your chosen degree programme.

CORE | OPTION

There are different types of modules: **Core modules** (you must take these) and **Option modules** where you have a choice between a number of different modules in your degree programme. These 11 Core and Option modules usually add up to 55 credits.

ELECTIVE

In addition, you can choose one **Elective module** (5 credits) in the Spring Trimester. Electives can be chosen from across the full range of undergraduate degree programmes available at UCD (subject to module entry requirements, timetable and availability of places).

www.ucd.ie/students/registration/electives

STRUCTURED ELECTIVE

You can also choose to take **Structured Electives**. This means taking your elective credits in a structured manner over the course of your programme to form a recognised block of learning in a subject area amounting to a minimum of 15 credits – typically three 5 credit modules.

www.ucd.ie/students/registration/structuredelectives

DISCOVERY MODULES

Discovery modules are exciting modules that you can take as Electives. These modules are on topics of global significance such as Understanding Homelessness, Intercultural Encounters: A Multi-Perspective Approach and How Sustainable is my Food? and will include lectures on cutting-edge research or current affairs. These multidisciplinary modules are by more than one school within UCD and are designed to deepen your understanding of different disciplinary perspectives on topics of significant importance.

www.ucd.ie/students/registration/discoverymodules

SUPPORT

In particular, your College/School Office will offer you advice and support on a range of academic issues, including programme advice, extenuating circumstances, withdrawal/leave of absence from your degree programme as well as referral to other student supports.

www.ucd.ie/collegesandschools

HOW TO REGISTER ONLINE

Before you begin the academic year at UCD, you will need to register with the University. Registration allows you to obtain your UCD Student Card (UCard) and gain access to the wide range of facilities available to our students.

As an incoming undergraduate student when you can begin online registration depends on when you accept your offer. You will receive an email from UCD Admissions with the details. If you accept your CAO offer...

ACCEPT OFFER

GO ONLINE

by 5pm Wed 28 Aug → Fri 30 Aug

by 5pm Thurs 29 Aug → Mon 2 Sept

by 5pm Fri 30 Aug → Tues 3 Sept

After 5pm Fri 30 Aug → Wed 4 Sept
(and up until close of Round 1 acceptances)

Registration is carried out online (via your SISWeb account) and involves the following steps:

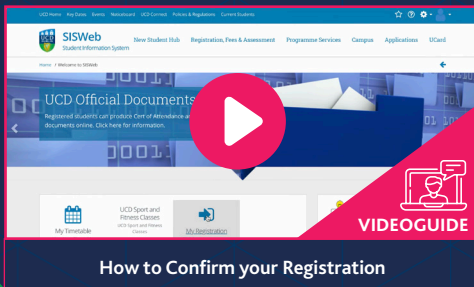
1 PERSONAL INFORMATION

This is where you confirm your personal details, upload your photo for your UCD Student Card (UCard) and pay your fees.

2 MODULE REGISTRATION

Check your Core modules and select your Option modules. You may also need to choose tutorial times.

During the Spring Trimester registration period you can select an Elective module.



UCD Home Applications Events Newsletters UCD Connect Policy & Regulation Undergraduate

SISWeb Student Information System New Student Hub Registration, Fees & Assessment Programme Services Campus Applications UCard

UCD Official Documents
Registered students can preview their Offer of Attendance documents online. Click here for information.

UCD Sport and Fitness Centres
My Timetable UCD Registration

VIDEGUIDE

How to Confirm your Registration



GETTING STARTED

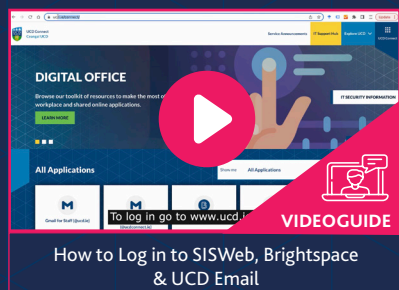
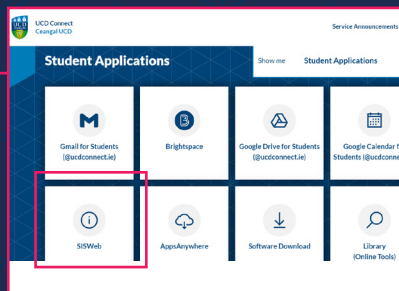
1 Go to **UCD CONNECT**
Your UCD Connect account will be available in advance of you starting online registration.

Go to www.ucd.ie/connect and click on the SISWeb icon.

2 Log into **SISWeb via UCD Connect button**
You will be asked to enter your UCD Connect username and password. Your username is your UCD student number (CAO number or student number if you are a direct applicant or if you were here before).

If you have already created a SISWeb password, please use that. Otherwise, your temporary password is your date of birth (in the format **ddmmyy**).

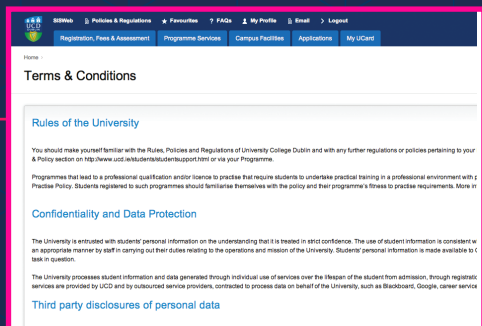
If your password is your date of birth, make sure you change it to something more secure on first login.



GETTING STARTED

3 Agree to the UCD Terms & Conditions

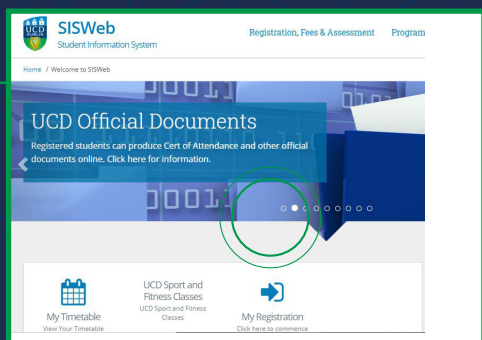
When you enter the registration system for the first time you will be required to agree to the Terms & Conditions of the University. This is the start of becoming a registered student so make sure you read them carefully.



4 Click on My Registration and confirm your registration

When you click on My Registration you will be asked to confirm your registration for 2024/25

You need to confirm registration so you can select your modules later on.

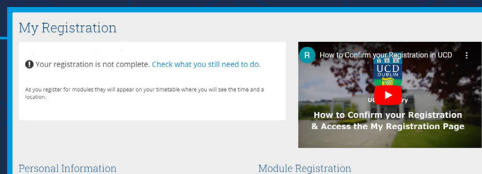


5 My Registration Page

Once on this page, you can access and complete your Personal Information.

You will also be able to access and complete your Module Registration once it opens for you.

Check your UCD email to see when you can start module registration.



How to Confirm your Registration & Access the My Registration Page

STEP 1 PERSONAL INFORMATION

CONFIRM
YOUR DETAILS

ANSWER
A SHORT
SURVEY

PAY YOUR
FEES

UPLOAD
YOUR UCARD
PHOTO

6 THINGS TO WATCH OUT FOR

» Some information, such as name and date of birth, cannot be changed by you. To change these details, contact the **Student Desk**. Be sure to scan/have a copy of your passport or birth certificate to hand and we can make the change. More information on how to contact the Student Desk at www.ucd.ie/askus.


- » If the name on your passport/birth certificate does not match the one used on your CAO/direct application, then you may not be able to collect your UCD Student Card (UCard) until after your name has been updated on your student record.
- » If your term address and/or phone number is different to your home address, make sure to enter it.
- » Enter your emergency contact details in the fields provided.
- » Remember to include your Student Universal Support Ireland (SUSI) grant application number if you have applied for a grant.

Privacy and Security | My Profile | Programme Requirements | Survey | Fees

My Profile

My Personal Details

Name: UCD Student

My Photo:  [Upload a new Photo](#)

Gender: Male

Phone Number: 111111

Mobile Number: 111111

PPS Number: Add PPS Number

SUSI Application Number: Add SUSI Application Number

My Address Details

Address Type	Address	Accommodation Type	Click to
Permanent Address	Main Street Co. Down	N/A	Update
Term Address	Main Street Co. Down	Residential Accommodation	Update

My Emergency Contact Details

Emergency Contact	Emergency Address	Emergency Telephone	Click to
Parent: Mary Smith	Main Street Dublin	+353 11111 766	Update

CHOOSING YOUR MODULES

HELPFUL HINTS AND TIPS

Before you begin Step 2 of registration, check what modules you can study and how many credits you need on the [Course Search web page](#). In your first year (called Stage 1) you will normally take 12 modules over two trimesters, totalling 60 credits.

Check your UCD Connect email for your start time. You can begin your module registration at any stage from this time onwards until incoming Stage 1 Undergraduate registration closes on 20 September 2024.

Register to your modules as early as possible! Popular Option modules fill up quickly so it is important to register as early as possible. You can choose your Elective module in January.

Make sure you are happy with your choices - after you have attended your Academic Advisory meeting during Orientation, you may want to review your module choices.

Follow the instructions in the step-by-step guide to registration at www.ucd.ie/students/registration

If you need academic advice, speak to your School/College Office. Visit www.ucd.ie/collegesandschools for contact details.

For help with **online registration**, contact us through the **Student Desk Connector** or use our Chatbot. You can also call us on 01 716 1555. If you would prefer to speak with someone in person, you can visit us at the Student Desk and we will be happy to help you. Go to www/ucd.ie/askus

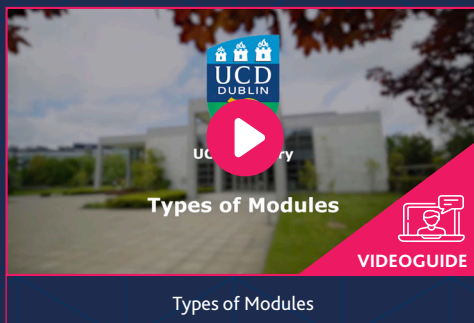
Check your UCD email regularly as you will receive important emails regarding registration, exams, Orientation and much more throughout the year.

Complete your Core/Option module registration by the closing date for incoming Stage 1 undergraduate students – 20 September 2024.

Make sure you drop any Autumn Trimester modules (credits) you're not taking, otherwise you will be charged for them. The deadline for this is 1 November 2024. You will need to contact your School/College Office in order to drop modules after 20 September as you will no longer be able to make changes in your online registration after this date.

If you change your mind you will have an opportunity in early January 2025 to change your choice of Spring Trimester Option modules. Dates for this will be available midway through the Autumn Trimester so keep an eye on www.ucd.ie/students/keydates

Choose your Spring Trimester Elective when online module registration reopens in January 2025.



Types of Modules

STEP 2 MODULE REGISTRATION

Check your UCD Connect email address for your specific start time for module registration. You will also see it in your SISWeb. Incoming CAO students can check for this in the afternoon of Wednesday, 4 September 2024.

7 YOU CAN BEGIN YOUR MODULE REGISTRATION AT ANY POINT FROM THIS TIME ONWARDS

This will show you the exact date/time from which you may begin your module registration.

To get to Module Registration, click on My Registration (on SISWeb homepage).

Some of your modules will be Core modules; others will be Option modules from a list of modules related to your programme. You may also be able to choose an Elective module in the Spring Trimester.

When you start module registration in September, you will normally be able to register to 55 credits worth of Core and Option modules. 5 credits will be set aside for you to use for your Elective module in Spring.

Module Registration

Module Registration is not open.
You may begin registration from 15/08/2024 12:00pm

As you register for modules they will appear on your timetable where you will see the time and location of classes. Please check the contact type when selecting an offering. The information may change so check your timetable before lectures start.

Once registered, check your modules in Brightspace for messages about your classes.

For a step-by-step guide to completing your registration, visit

www.ucd.ie/students/registration



You should complete your module registration in the following order:

8 SELECT SUBJECT/ STREAM

First year BA Arts, BEd (Education Modern Languages/Gaeilge with Modern Languages), Science (DN200) BSc, Computational Social Science, BA Modern Languages and Certain BA Humanities students only.

You may already be registered to your main subjects based on your choices when you applied through CAO/direct applications. You will see these subjects in the Selected Subjects/Streams list.

You will then need to select the other subject(s) that you want to study from the Available Subjects/Streams section. If you want to drop a chosen subject simply click on Drop Subject/Stream beside the subject in question. If you are a BA Arts student, you will not be able to drop your main subjects until after your Academic Advisory meetings.

The screenshot shows a web interface for selecting subjects. It is divided into two main sections: 'Selected Subject/Streams' and 'Available Subject/Streams'.
The 'Selected Subject/Streams' section contains a table with two columns: 'Subject/Stream' and 'Action'. There is one row with 'BA Art History' in the first column and a 'Drop Subject/Stream' button in the second column.
The 'Available Subject/Streams' section is divided into two columns: 'Group A' and 'Group B'.
Group A contains a table with columns 'Subject/Stream' and 'Action'. The first row is 'Art History' with a 'Selected' status. Other rows include 'Greek & Roman Civilization', 'Irish Folklore', 'Linguistics', and 'Portuguese'.
Group B contains a table with columns 'Subject/Stream' and 'Action'. The first row is 'History' with a 'Select Subject/Stream' button. Other rows include 'Music (Stage 1)' and 'Statistics', both with 'Select Subject/Stream' buttons.

! Read your programme information before you start this step. Online guides to choosing subjects/streams are available for BA Arts and Science (DN200) students at www.ucd.ie/students/registration/registrationguides

9 REGISTER TO CORE MODULES ALL STUDENTS

You may find that you are already registered to your Core modules (Preselected will appear beside them). For some of your Core modules you may need to pick a time slot. Do this by clicking on SELECT TIME beside the module.

The screenshot shows a table titled 'English' under the heading 'Core Modules'. The table has columns for 'Trimester', 'CRN', 'Module', 'Credits', 'Class Type', 'Status', and 'Action'.
The first row is for Autumn: CRN 11039, Module 'ENG10050 Literature in Context 1', Credits 5, Class Type 'Lectures', Status 'Preselected'.
The second row is for Spring: CRN 11054, Module 'ENG10060 Literature in Context 2', Credits 5, Class Type 'Lectures', Status 'Preselected'.



How to Register for Core & Option Modules

10 SELECT OPTION MODULES

You may also need to select Option Modules. Click on SELECT MODULE beside the module of your choice. Make sure you read the Module Descriptors to find out about learning outcomes of a module, what you will learn and how you will be assessed, what happens if you fail and always read the 'Am I eligible to take this module?' information before you make your decision.

Option Modules							
Select Options							
Trimester	CRN	Module	Credits	Class Type	Status	Action	
Autumn	25026	ENG10130 Contemporary Irish Writing	5	Lectures	Selected	Drop Module Swap Module	
Spring	ENG10030	Literary Genre	5	Lectures	Not Selected	Select Module	

11 SELECT YOUR MAIN LABS AND TUTORIALS

Remember to register to any Laboratories, Tutorials or Practicals that are part of your Core and Option modules. To register to a lab or tutorial click on SELECT TIME. Sometimes your School will look after your registration to Labs/Tutorials. In this case you will see a message saying Automatically Registered or Contact School.

Core/Option Labs and Tutorials							
Trimester	CRN	Module	Credits	Class Type	Status	Action	
Autumn	11039	ENG10050 Literature in Context 1	5	Lectures	Not Selected	Select Time	
Autumn	25026	ENG10130 Contemporary Irish Writing	5	Lectures	Not Selected	Select Time	
Autumn	46378	GEOG10130 Geography Matters	5	Lectures	Not Selected	Select Time	

12 SELECT YOUR ELECTIVE IN THE SPRING TRIMESTER

If there are Elective modules available for your programme then you can select one in the Spring Trimester. 5 credits will be set aside for you to use for your Elective.

Elective Modules							
Showing 1 to 1 of 1 entries							
Trimester	CRN	Module	Credits	Class Type	Stage	Status	Action
Spring	39776	ENG10020 Children's Literature	5	Lectures	Stage 2	CONFIRMED	Drop Module Swap Module Assign Stage

! Remember to register to any Laboratories, Tutorials or Practicals that are part of your modules.

Make sure you read the **How to Register Online guide** for full instructions.

How to Register to Elective Modules

VIDEOGUIDE

www.ucd.ie/students/registration



FEES INFORMATION

FEE PAYMENT DEADLINES

**08
SEP**

First instalment of fees due

**01
NOV**

Fee Deadline for withdrawing from your programme

**01
NOV**

Deadline for dropping any extra Autumn modules you no longer wish to take

**31
JAN**

Remaining balance of fees due (undergraduate students)

HOW MUCH DO I PAY? (CAO ENTRY)

The first instalment is usually one third of your total fee.

€254 Student Centre Levy

€3,000 Student Contribution Charge

Undergraduate students eligible for Free Fees (who are not entitled to a grant) are required to pay a minimum of one third of the Student Contribution charge plus the Student Centre Levy by **8 September 2024**. This amounts to approximately €1,084.66*.

**The figure above is based on an undergraduate student eligible for Free Fees who is registered to 60 credits.*

HOW TO PAY

You can pay online through online registration (SISWeb) using a debit/credit card. A third party (parent/sponsor) can pay on your behalf. Visit www.ucd.ie/fees and click on 'Third Party Payment'

For information about 'Free Fees' eligibility, EU fee eligibility, Non-EU fees and undergraduate programme fees, visit

www.ucd.ie/fees

Undergraduate Tuition Fee

Student Contribution Charge

VIDEOGUIDE

A Quick Guide to Fees

INFORMATION ON GRANTS

If you have applied for a grant through Student Universal Support Ireland (SUSI), remember to provide us with your SUSI application number in the Personal Details section of the online registration system. This is a 13-digit alphanumeric number, beginning with 'W'.

SUSI

Please note that all students in receipt of a grant must pay the Student Centre Levy of €254 plus any fees not payable under the grant scheme. For information about grants, visit www.susi.ie and [HEA Student Finance site](#).

FINANCIAL SUPPORT IN UCD

As a student of University College Dublin, you are expected to have budgeted appropriately and sufficiently before starting your studies. However, UCD recognises that unexpected financial problems can arise. If you find yourself in financial difficulty, you may wish to seek advice from one of the following: your Student Adviser, your Chaplain or your SU Welfare Officer.

For College/School Office contacts, visit www.ucd.ie/collegesandschools
For Student Adviser contacts, visit www.ucd.ie/studentadvisers

Visit the fees website for more information www.ucd.ie/fees

WITHDRAWING FROM YOUR PROGRAMME

We hope you don't withdraw from your programme but if you are considering it, talk to someone first. Talk to your College/School Office, Student Adviser or staff on your degree programme about why you're thinking of leaving.

If you still wish to withdraw:

- **Before 3 October**, contact the Student Desk at www.ucd.ie/askus saying you wish to cancel your place and post in your UCard to the Student Desk, Tierney Building, UCD, Belfield, Dublin 4.
- **After 3 October** you must complete and submit a withdrawal form via SISWeb and return your UCD Student Card (UCARD) to your College/School Office.

If you cancel/withdraw on or before **1 November**, you will receive a full refund of any payments made in respect of the Student Contribution Charge or Student Levy.

If you withdraw after the **1 November** deadline, you will be liable for fees.





UCD ACADEMIC TIMETABLE

As you register to modules, tutorials, laboratories etc., they will appear on your timetable

You can also sync your SISWeb timetable to your phone

Click on a particular time slot to see what room/building that class is in or to check if the class is online

Check your modules in Brightspace for any local timetable arrangements.

Use the Autumn, Spring or Summer buttons to see the relevant timetable for each trimester.

My Timetable - Autumn

Autumn Spring Summer Click on a particular time slot to see what room/building that class is in.

Lecture
 Tutorial
 Practical

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00						
9:00		09:00 - 09:30 H010210: Ireland's English Centrality (CRN: 46247)				
10:00	10:00 - 10:30 050019:06: Geography Matters (CRN: 46483)	10:00 - 10:30 050119:06: Contemporary Irish Writing (CRN: 25024)	10:00 - 10:30 050019:06: Mapping a Sustainable World (CRN: 46276)	10:00 - 10:30 050119:06: Contemporary Irish Writing (CRN: 27489)		
11:00	11:00 - 12:00 050019:06: Geography Matters (CRN: 46376)		11:00 - 11:30 050019:06: Geography Matters (CRN: 46276)		11:00 - 11:30 050009:06: Literature in Context I (CRN: 11986)	
12:00						
13:00				13:00 - 13:30 040106:06: Modern Europe (CRN: 13275)		
14:00	14:00 - 14:30 050106:06: Mapping a Sustainable World (CRN: 46276)		14:00 - 14:30 040106:06: Modern Europe (CRN: 13275)	14:00 - 14:30 050106:06: Mapping a Sustainable World (CRN: 46276)		
15:00	15:00 - 15:30 H010310: Ireland's English Centrality (CRN: 46247)		15:00 - 15:30 050106:06: Literature in Context I (CRN: 11986)			

Lecture
 Tutorial
 Practical

Your time slots are colour coded so you can see at a glance your lectures, labs and tutorials.

This is an example of what your timetable may look like during your time in UCD.

UCD REGULATIONS

When you become a UCD student, you join a community that values honesty, integrity, dignity and respect. The UCD Student Charter and Student Code outline the role you play and how you are expected to act while in UCD. It is important that you familiarise yourself with the University Regulations before you begin your life here in UCD.

UCD STUDENT CODE OF CONDUCT

The **Student Code of Conduct** sets out the University's expectations of your behaviour and asks you to abide by three important principles:

- **Respect:** Treat everyone with dignity and respect.
- **Responsibility:** Conduct yourself in a responsible way.
- **Academic Integrity:** Be honest in your studies.

UCD STUDENT CHARTER

The **Student Charter** sets out the roles and responsibilities of the various groups within our University and outlines what you can expect from your University and what the University expects from students.

UCD STUDENT EMAIL PROTOCOL

Remember to check your UCD email account frequently so that you don't miss out on important information from the University. **We use your UCD email address for all official communication with you.**

UCD ACADEMIC REGULATIONS

Your studies in UCD are governed by a set of overarching rules called **Academic Regulations**. These regulations are supported by academic policy, procedures and guidelines. You can read the Academic Regulations at the link below.

UCD EXAM REGULATIONS

UCD has **examination procedures and regulations** in place so make sure that you are aware of the rules.

SMOKE-FREE UCD POLICY

UCD is committed to working towards a smoke-free campus. All built-up areas of the campus, commuting hubs, carparks and pedestrian routes to and from commuting facilities are prescribed as smoke-free zones. Your cooperation not to smoke/vape in these areas is appreciated.

You will find a copy of these and other university policies and regulations in the Student Services Directory on the Current Students area of the website, under University Regulations. www.ucd.ie/students/services

STUDENT SUPPORT

SCHOOL/COLLEGE OFFICE

www.ucd.ie/collegesandschools

Each undergraduate course is supported by a School/College Office. We can help you with any queries relating to your degree programme including registration queries, academic programme advice, choosing your modules, extenuating circumstances/medical certificates, leaves of absence, withdrawals or referral to Student Adviser, academic staff, etc.

STUDENT DESK

www.ucd.ie/askus

Module registration, SISWeb access, fees and form stamping are just some of the topics the Student Desk can help you with. You can access your official documents such as Certificates of Attendance, Statements of Results, and Official Transcripts online via your SISWeb account, under the Registration, Fees & Assessment tab. You can contact us through the Student Desk Connector, call us on 01 716 1555, use our Chatbot or visit us in the Tierney Building. For opening hours, check www.ucd.ie/students/studentdesk/openinghours

ACCESS AND LIFELONG LEARNING - DISABILITY SUPPORT

www.ucd.ie/all

e: all@ucd.ie/disability@ucd.ie

UCD Access & Lifelong Learning provides a range of supports for students who enter UCD through the HEAR, DARE, QQI FET, Mature, Open Learning, Access Programme and Lifelong Learning pathways. The supports provided include disability, financial, academic and social supports.

STUDENTS' UNION

www.ucdsu.ie

As a UCD student you automatically become a member of the Students' Union. See page 32.

STUCK ON A MATHS PROBLEM OR WRITING ASSIGNMENT?

Maths Support Centre www.ucd.ie/msc
Writing Centre www.ucd.ie/writingcentre

DIGNITY & RESPECT SUPPORT

www.ucd.ie/dignityandrespect

The UCD Dignity & Respect Support Advisers work proactively with students who disclose issues of bullying, harassment and sexual misconduct and those who are reported for such issues. They will support you to make a decision that is right for you and your situation.

UCD GLOBAL

www.ucd.ie/global/studentexperience

UCD Global offers a wide range of support services to international students as well students wishing to study abroad, on exchange programmes or engage in international volunteering.

STUDENT ADVISERS

www.ucd.ie/studentadvisers

The UCD Student Advisory Service is a point of contact, support and referral for you throughout your studies. We can advise you on the range of supports offered by UCD. You can contact us in relation to personal, social or practical issues.

UCD CHAPLAINCY

www.ucd.ie/chaplaincy

One of the key roles of chaplains is to provide human and spiritual support and care for students. All faiths and none are welcome.

STUDENT COMPLAINTS & APPEALS

www.ucd.ie/secca

If you are dissatisfied with your UCD experience the Student Engagement Conduct and Complaints team is happy to provide advice and guidance on UCD's procedures.

STUDENT SUPPORT

Here is a sample of the best places to go for different types of queries.

“ I need academic advice/registration guidance about my modules	School/College Office www.ucd.ie/collegesandschools
“ I'm having problems with the online registration system	Student Desk/School/College Office www.ucd.ie/askus or www.ucd.ie/collegesandschools
“ I have a personal problem	Student Adviser www.ucd.ie/studentadvisers
“ I have a disability/learning difficulty	UCD Access and Lifelong Learning - Disability support www.ucd.ie/all
“ I have an emergency on campus	Estate Services Ext. 7999 or (01) 716 7999 https://ucdestates.ie/unicare
“ I've lost my UCD Student Card (UCARD)	UCard Bureau www.ucd.ie/ucard
“ I want to report an emergency on campus	Estate Services Ext. 7999 or (01) 716 7999 https://ucdestates.ie/unicare
“ I need a cert of attendance/official university stamp/transcript	Student Desk www.ucd.ie/sisweb or www.ucd.ie/askus
“ I'm an international student with visa problems	UCD Global www.ucd.ie/global/enquire
“ I want to join a society or club to meet new people	UCD Sport & Societies www.ucd.ie/sport www.societies.ucd.ie
“ I have a problem with my UCD accommodation	Student Residences www.ucd.ie/residences
“ I have a question about my fees	Student Desk www.ucd.ie/askus
“ I want to get in touch with other students from my country	UCD Global www.ucd.ie/global
“ For advice on all of the above	Student Adviser www.ucd.ie/studentadvisers

CAMPUS FACILITIES

Of course, life at university is not just about lectures and study; there is so much more to being at UCD. UCD has a population of around 30,000 people and is home to all of the facilities you'd expect to find in a small town. You'll find almost everything you need on or near campus, including shops, cafés, a bicycle shop, a barber, a medical centre, a pharmacy and much more.

UCD STUDENT CENTRE

You will find that sports clubs, societies and social life are vital ingredients of your university experience. The Student Centre, UCD Sport and the UCD Sport & Fitness complex are the home of student life on campus. They provide you with the most diverse student facilities of any university in Ireland. Facilities in the Student Centre include a state-of-the-art 3D cinema, a drama theatre, a debating chamber and a 600-seat auditorium.

www.ucd.ie/studentcentre

Campus Garda Office

1-2pm, Mon-Wed during term

www.ucd.ie/estates

Childcare

www.ucd.ie/creche

Campus Services

www.ucd.ie/estates

Gaeltacht UCD

www.ucd.ie/bnag

Disability Support

www.ucd.ie/all

UCD Centre for English and Global Languages

www.ucd.ie/alc

UCD SPORT AND FITNESS

As a UCD student you are entitled to free gym membership and discounted swim membership. To register for the gym and take your online induction, visit www.ucd.ie/sportandfitness

Career Development Centre

www.ucd.ie/careers

IT Services

www.ucd.ie/it

Shops and Restaurants

www.ucd.ie/estates/ourservices/eatatucd

UCD Global Lounge

www.ucd.ie/global/studentexperience/theucdglobalounge

UCD Student Health

www.ucd.ie/stuhealth

UCD Student Counselling

www.ucd.ie/studentcounselling

For a full list of facilities available to you in UCD, visit www.ucd.ie/students

SPORT

www.ucd.ie/sport

For many students at UCD, sport is an important part of life and we hope that you will engage with this aspect of campus life when you join us. With nearly 50 official sports clubs, excellent facilities and a huge programme of fitness classes, there is something for everyone. Sporting facilities include 12 natural grass pitches, including the UCD Bowl - home ground to both the UCD RFC and the UCD AFC - a 50 metre swimming pool, 8-lane athletics track, state-of-the-art gym floors, squash courts, tennis courts, three multi-purpose sports halls, five-a-side and full size synthetic pitches, as well as the National Hockey Stadium. To see the full list of clubs and facilities, visit the [UCD Sport website](#) and [Instagram page](#).

SOCIETIES

societies.ucd.ie

UCD Societies are at the centre of student life on campus. With over 80 societies, we have something for everyone. It could be drama, juggling, dance, languages, debating film, volunteering...the list goes on! Join up during Freshers Week (16-19 September @ the Student Centre) or throughout the year by attending an event or getting in touch.

For more information visit our website and events calendar at www.ucd.ie/societies or follow us @[ucdsocieties](#) and stay connected with the best students events throughout the year.

STUDENT LOCKERS

www.ucd.ie/estates

Lockers are available to rent for the academic year in the main teaching buildings. Lockers can be booked online through SISWeb using your UCD Student Card (UCard).

LIBRARY

www.ucd.ie/library/newstudents

UCD Library provides the information resources, services and friendly staff to help you succeed with your studies. You have access to five libraries with wifi and ample spaces for study. Library staff are on hand to answer any questions you might have.

A dedicated online guide will help you become familiar with the Library website, online collections (available 24/7) and services which include our popular laptop and self-service loans. Your UCD Student Card (UCARD) is your library card – you will need this to enter and exit the library, borrow books or borrow a laptop. At Orientation, be sure to enter our Prize Draw for new students. See our New Students guide www.ucd.ie/library/newstudents for details of all the great prizes to be won.

CAMPUS SERVICES

www.ucd.ie/estates/ourservices/contactcentre

The UCD Estate Services Contact Centre is a support hub based in the UCD Village. Students can request support for any general enquiries and maintenance issues. Contact can be made face to face, via email, or by phone. The **Contact Centre** operates 24/7, 365 days per year. The UCD Village also hosts an auditorium, gym, bookable meeting spaces, a convenience store, a food hall & café, and a bar.

BIODIVERSITY ON CAMPUS

The 330 acre Belfield campus is home to a rich array of biodiversity, supported by 40 acres of woodland with over 50,000 trees and numerous lakes, watercourses and naturalised areas. Make sure to explore the many **woodland walks** on campus link woodland walks.



GETTING TO UCD

The Belfield campus is located 4km from Dublin city centre on the N11. There are many travel options from various parts of the city, the local suburbs and indeed the whole country. **UCD strongly encourages the use of public transport where possible.**

PUBLIC TRANSPORT

www.ucd.ie/estates/ourservices/commuting

BY BUS

journeyplanner.transportforireland.ie

Download the TFI Live app to plan your journey to campus. Several Bus Éireann and private coaches directly serve UCD in addition to city bus services including the 39a bus which operates 24/7, S4 & S6 orbital routes and several high frequency services along the N11.

RAIL & DART

www.irishrail.ie

The DART will take you north to Howth/Malahide and south to Greystones. The S6 bus starts and finishes at Blackrock DART station seven days a week and a shuttle bus operates from Sydney Parade to UCD during term time weekdays. The 145 bus serves Heuston Station and several buses serve the city centre and Connolly Station.

LUAS

www.luas.ie

The Green LUAS line, at Windy Arbour and Milltown, is within walking distance. The S4 bus connects with the Red Luas Line at Kylemore and the S6 bus connects with the Red Line at Tallaght and the Green Line at Dundrum. Green Luas Line stations at Windy Arbour and Milltown are about 25 minutes walk from campus.

AIRCOACH/DUBLIN AIRPORT

www.aircoach.ie
www.dublinairport.com

Aircoach is a bus service from Dublin Airport to the city centre and UCD campus. It passes by the main entrance to UCD on the Stillorgán Road.

CYCLING & WALKING

www.ucd.ie/estates/ourservices/commuting

UCD has over 5,000 cycle parking spaces, free secure bike parking areas at the Science and Newman buildings and public bike repair stands on campus for cyclists. Bleeper and Moby bikes are also available for hire on campus. Five entrances to campus are pedestrian & cyclist only and all footpaths and entrances are fully lit year round.

COMMUTING TO UCD BY CAR:

UCD operates hourly paid and permit parking on campus. Students living on the Belfield Campus are not eligible to purchase a parking permit.

Parking is limited on campus and available on a first come first served basis. Demand for spaces exceeds supply during peak term periods. Car parks are designated as permit parking or hourly paid zones. Parking permits cost €100 for the academic year and hourly parking costs €1 or €2.40 per hour depending on location.

Important: purchasing a parking permit does not guarantee availability of a parking space. For full details and to purchase a permit see

www.ucd.ie/commuting

UCD BIKES



Service · Rental · Sales

Visit the on campus bike shop next to Belfield House for sales of new and pre-loved bikes, service and repairs.

www.ucdbikes.ie

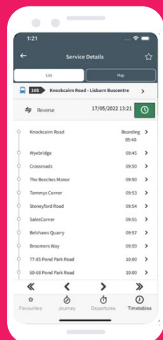


STUDENT LEAP CARD

www.leapcard.ie

The Young Adult and Student Leap Card is the national student travel and discount card. The card saves money on public transport services with Dublin Bus trips starting from as little as €0.65 per trip. Apply for a Student Leap Card to make savings on public transport! One card for bus, Luas and train.

APPS TO HELP PLAN YOUR COMMUTE



TFI LIVE

The TFI Live App allows you to access live real time departure and journey planning information across the Transport for Ireland (TFI) network.



LEAP TOP-UP

Allows you to instantly pay & top up your Leap Card and check your balance.



TFI GO

Allows you to buy tickets for various bus services around Ireland directly from your phone.

GETTING AROUND UCD

UCD Belfield is a vibrant and dynamic campus that goes beyond traditional academic spaces to provide a comprehensive and immersive learning environment. The **virtual campus tour** is a great way to get a glimpse of what the campus has to offer including the facilities on offer, layout, and overall atmosphere of the UCD Campus.

ORIENTATION GUIDES

The UCD Orientation Guides, identifiable by their green t-shirts, are there to assist you with any questions and provide you with directions around the campus. This is really helpful for those who are unfamiliar with the University's layout and need guidance during Orientation.

Be sure to look out for these friendly guides in their green t-shirts who are there to make your experience smoother and more enjoyable.

SIGNAGE

Signage will direct you from selected outer areas of the campus to the centre of campus (outside the library / near the main lake). If coming in from the N11 entrance, the Owenstown Gate entrance or the Clonskeagh entrance, there will be a mixture of permanent and temporary signage and maps on route to guide you. En route to the centre of campus, you'll see building names and directional arrows to help guide you to where you need to go.

GAZEBOS

Throughout Orientation, you'll find three gazebos positioned along the central pathway of the campus. At each gazebo, Orientation Guides will be present and ready to assist you with any inquiries you might have regarding the orientation process, including providing directions to various campus buildings.

STUDENT DESK

If you are looking for directions, the staff at the UCD Student Desk are always more than happy to help. Pop in to see them on the Ground Floor of the Tierney Building and they will assist you to find the building you are looking for.

The Student Desk can also assist you with a variety of topics, including module registration, SISWeb access, fees and form stamping.

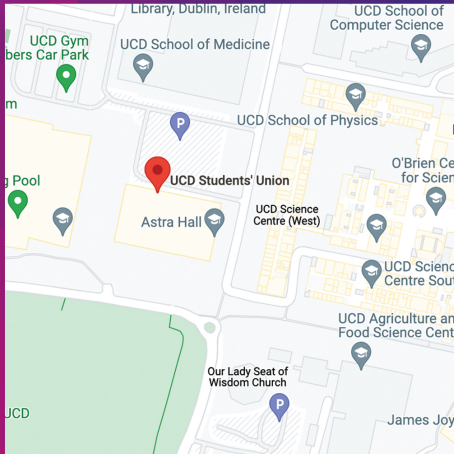
REMEMBER!

If you do get lost or can't find a building - don't worry, try the following :

- Consult Google Maps
- Follow signs back to the centre of campus where you'll find Orientation Guides and further signs for key buildings
- Drop into the closest building and ask for directions - we're a friendly bunch here!



This is your **STUDENTS' UNION**



UCD Students' Union (UCDSU) is an organisation dedicated to ensuring fairness, opportunities and a voice for the whole student community within the university. Our motto is 'Empowering Students', which speaks to our desire to help UCD students take ownership of their student experience and get the absolute most out of it. We offer a range of support and services, both online and in-person.

If you have a general question and don't know who to contact, send an email to su@ucdsu.ie or pop by the reception



GET TO KNOW US



PRESIDENT: MIRANDA BAUER

president@ucdsu.ie

The president leads the political direction of the Union. They liaise with University management and staff to amplify the voices of students and lead the whole team's efforts to keep students at the heart of university decision making.



CAMPAIGNS & ENGAGEMENT OFFICER: SASKIA McCORMACK-EIFFE

campaigns@ucdsu.ie

The Campaigns & Engagement Officer is responsible for the organisation, coordination and implementation of Union campaigns locally and nationally. They also organise class rep recruitment, training and other activities throughout the year.



EDUCATION OFFICER: TIA CULLEN

education@ucdsu.ie

The Education Officer is in charge of the academic affairs of the Union. They sit on an array of committees and boards that govern the direction of the university in relation to education matters and ensure the student voice is heard and is paramount in decision making.



WELFARE OFFICER: CIARA DONOHUE

welfare@ucdsu.ie

The Welfare Officer is in charge of all the issues that pertain to student wellbeing. This involves providing information and running impactful campaigns on issues like housing, mental health supports, physical health supports and accessibility.



ENTERTAINMENTS OFFICER: NEO O'HERLIHY

ents@ucdsu.ie

We are strong believers that a full student experience means experiencing college life outside the classroom as much as in it. The Entertainments Officer leads out on all Students' Union events; big and small, on and off campus.



GRADUATE OFFICER: KYLIE MCCARDEL

graduate@ucdsu.ie

The Graduate Officer is responsible for all postgraduate student academic and welfare support matters. They also engage in peer-to-peer support with students and represent postgraduate students on a number of key university committees.

For more information on the roles of the sabbatical officers, you can check our constitution at <https://www.ucdsu.ie/governance>

How to GET INVOLVED



Whether you're here for the craic, because you're cracking up, or both, there are no shortage of ways for you to help UCDSU have an impact. We protest on issues that UCD students have told us matter. There's no experience required! Sometimes it's as easy as checking our Instagram page or seeing what's in our latest email update. We are a multifaceted Students' Union that fights for better outcomes for all, which means we need to show our strength in numbers. Whether we are marching in town or protesting outside the Dáil we'd love for you to make a placard and come with us.

If you're looking for something a bit more hands-on, here are some ways for you to get involved in your Students' Union:

RUN FOR CLASS REP

You're probably thinking: surely, someone in my year will run for class rep and that's probably what all your classmates are thinking. Therefore, there is a high chance that actually, nobody will run for class rep! So if you're the type of person who is comfortable speaking up when something isn't right and you care enough about your class and studies to put yourself forward, why not run for class rep yourself? We promise we'll provide all the tools you need to be a successful rep. All you have to do is fill a quick nomination form which we will be distributing.

GET INVOLVED IN THE CAMPAIGNS OR ENTS FORUM

If you've got ideas and want to be more directly involved in how campaigns and events are run by the SU, you should consider getting involved in the Campaigns or ENTS Forum. There are still some positions up for grabs. If you're interested in learning more make sure to email our Entertainments Officer Neo (ents@ucdsu.ie).

UCDSU SHOPS



The money you spend in the SU shops goes straight back into the UCD Students' Union so we can help students like you with a whole host of services. We provide representation as well as educational and welfare support, like free buses to exams, stationery and study fuel. We create volunteering opportunities and platforms to grow your skills, not to mention gigs, events, and on-campus entertainment – so it's money well spent!

UCD BALL

Follow us on
SOCIAL MEDIA

@ucdsu



<https://www.linkedin.com/company/ucdsu/>



Our Commitment to you for 2024–2025

1. Our Impact, Your Support

- There are significant costs associated with going to college and getting a meaningful student experience, so we will work with like-minded bodies to push for State policy changes that make college more affordable for students
- The shortage of student beds has never been so acute, so we will campaign and lobby for genuinely affordable student accommodation
- As a Union, we believe in the principle of free education, so we will continue to campaign for lower tuition fees and student contribution charges, as well as better funded grants.
- Getting a meaningful student experience is becoming more expensive, so, while acknowledging the cost of living crisis is not your fault, we will still do what we can to help you to navigate it through a variety of supports.

2. Equity at the Heart of UCD

- The student voice is key to the running of the university, so we will fight to make sure that your voice is heard at programme level.
- Students need to lead the way by being the conscience of the university in relation to dignity, respect, equality, diversity and inclusion.
- A university in a first world country should champion justice in society. The climate emergency is real and it is not being taken seriously enough, so we will lobby for real action on sustainability and decolonising the curriculum.

3. Student Experience for All

- UCDSU understands the needs, interests, and preferences of the student body. We will lead out on events and aim to run a wide variety of on-campus events that cater for a diverse student body.
- Every member of the SU is entitled to equal access to SU supports and representation, so we will strive to offer parity of service for students not always in Belfield.
- We believe there is scope to develop campus spirit and a sense of belonging on campus which has yet to recover post-COVID 19, so we strive to foster community spirit.



Healthy UCD

Find us here!

www.ucd.ie/healthyucd

 healthyucd@ucd.ie

 Healthy UCD

 @healthyucd

 @healthyucd

Healthy UCD is the health promotion initiative for the UCD community.

Our vision is to embed health and wellbeing as an integral part of the University's culture and everyday life.

We aim to ensure the best use of the facilities, expertise and services in place to meet the health and wellbeing needs of all students.



[see our website for more information](#)

Look out for us during Orientation and at our events during the year including Healthy Eating and Active Living Week.

 **Be Active**  **Eat Healthy**



 **Be Mindful**

 **Help and Support**



 **Connect**

 **Keep Learning**





UCD Equality, Diversity and Inclusion
www.ucd.ie/equality

RACISM STOPS WITH ME

#UCDAgainstRacism

UCD is proud of its inclusive culture which is central to making your time at UCD a positive one. You are protected by the University's Equality, Diversity and Inclusion policies. UCD supports every individual's right to study and work in an environment where everyone feels respected and included.

Get involved in UCD's anti-racism campaign today!

The Equality, Diversity and Inclusion (EDI) Unit leads on initiatives, awareness raising and promotes the embedding of EDI into all aspects of University life. The EDI Unit **encourages student involvement and representation in all of its activities.**

Contact us on edi@ucd.ie or visit our website www.ucd.ie/equality

GET SOCIAL

Here are some UCD-related social media sites that we recommend to our undergraduate students. Visit www.ucd.ie/social-media for a full list. Use the hashtag **#helloUCD** to connect with other students joining UCD this year.



/@myucd

Keep up to date with all that's happening in the first few weeks of term



/ucdpeermentors

UCD Peer Mentors



/universitycollegedublin

Keep up to date with news, events and updates, aimed at students, staff, community and prospective students.

/ucdstudentlife

For updates, events and news about your hub for student sports, societies and fun on campus.

/ucdglobal

News and events relating to global engagement opportunities

/ucdlibrary

Like our page and get news on Library events, collections and services.



@ucddublin

The voice of UCD on X: sharing news and relevant updates from around the University.

@ucd_global

Updates and news for international students.

@ucdstudents

News about sports, societies and events on campus.

@UCDLibrary

Follow us for updates on Library news and our collections and services.

@UCDITServices

For IT updates and service announcements.

@UCDEstates

For Campus updates and news.

@UCDGreenCampus

@ucdsportsclubs

@ucdsocieties



Add **UCDSTUDENTLIFE** for updates from across UCD.

FOLLOW YOUR COURSE

Many UCD Colleges (e.g. Science) and Schools (e.g. School of Archaeology) have a dedicated Facebook and/or Twitter presence. It's a great way to find out what your lecturers, researchers and fellow students are up to. Have a look on www.ucd.ie/collegesandschools, go to your School page and look for their 'find us on' icons.



UCD - UNIVERSITY COLLEGE DUBLIN

This channel gives you a sense of campus life at University College Dublin, Ireland's global university.



@universitycollegedublin
@ucdglobal

Check out Instagram for pictures of campus life. Why not tag **#ucd** **#universitycollegedublin** and **#helloucd** in your pictures too.

CHECKLIST

Congratulations on getting a place in University College Dublin! To help you get started, we have put together a checklist of things to do before you arrive and on arrival at UCD.

Visit www.ucd.ie/newstudents for more details.

BEFORE YOU ARRIVE

Accept your offer before the reply date if you haven't already done so!

Complete the 'Introduction to UCD' orientation module on Brightspace

Finalise your accommodation
www.ucd.ie/residences

Check out UCD's Jargon Buster
www.ucd.ie/students/services/ucdstudentjargonbuster

Go to UCD Connect
www.ucd.ie/connect

Begin Step 1 of registration
www.ucd.ie/students/registration

Check out your Orientation timetable
www.ucd.ie/newstudents

Check your module registration start time (Details will be sent to your UCD Connect email on the afternoon of 4 September)
www.ucd.ie/students/registration

Begin registering to your modules from 5 September (check your start time)
www.ucd.ie/students/registration

Get social! #helloucd
www.ucd.ie/social-media

If you want to take a year out and hold your place for next year see
www.ucd.ie/ugdeferral

If you decide not to come to UCD, please contact www.ucd.ie/askus as soon as possible so we can offer the place to someone else.

ON ARRIVAL AT UCD

Attend orientation events from 4 September. Check your Orientation timetable carefully.
www.ucd.ie/newstudents

Meet your Peer Mentor
www.ucd.ie/peermentoring

Finalise your Core/Option module choices and complete your registration (by 5pm on 20 September)
www.ucd.ie/students/registration

Check your timetable and start attending lectures from Monday 9 September
www.ucd.ie/sisweb

Know where to go for support
www.ucd.ie/students

Get to know your Students' Union They're here to help!
www.ucdsu.ie

Get involved in UCD life
www.ucd.ie/studentcentre

Watch the IT induction video
www.ucd.ie/it/startoftermguide

Make sure you read...The Student Charter, Student Code, Student Health Declaration, Academic Regulations, Student Email Protocol, Dignity & Respect Policy, The Acceptable Usage Policy and Smoke-free Campus Policy
www.ucd.ie/students/services

Check out the UCD Commuting guide to help you plan your journey to campus
www.ucd.ie/estates/ourservices/commuting



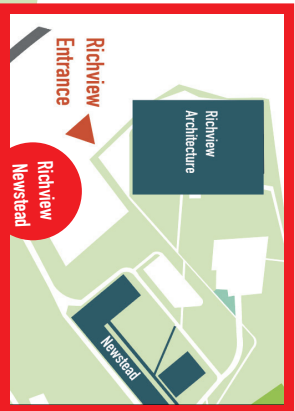
UCD ORIENTATION TOUR MAP

< Donnybrook

N11 Entrance



N11



Richview Entrance

Richview Newslead

Richview Architecture

Richview Architecture

Newslead

Woodview House

Vet Sciences

Computer Science

O'Reilly Hall

Health Sciences

President's Welcome @ Astra Hall

O'Brien Centre for Science

Agriculture & Food Science

James Joyce Library (UCD Access & Lifelong Learning) Library Tour

Newman

Restaurant UCD Global

Lochlann Quinn School of Business

Sutherland School of Law

St. Stephen's Chaplaincy

Engineering

Daedalus

Ternery (Student Desk)

Asfield Residences

Genomena Residences

Merriville Residences

UCD Village

Tennis Courts

Pitches

Student Centre

Sports Centre Sports Expo

UCD Bowl

Running Track

Leahurst

Use our Interactive map on the UCD Mobile App!



Check out the new students website for up-to-date info on orientation, registration & much more!
www.ucd.ie/newstudents





www.ucd.ie/newstudents

Tel: +353 1 716 1555