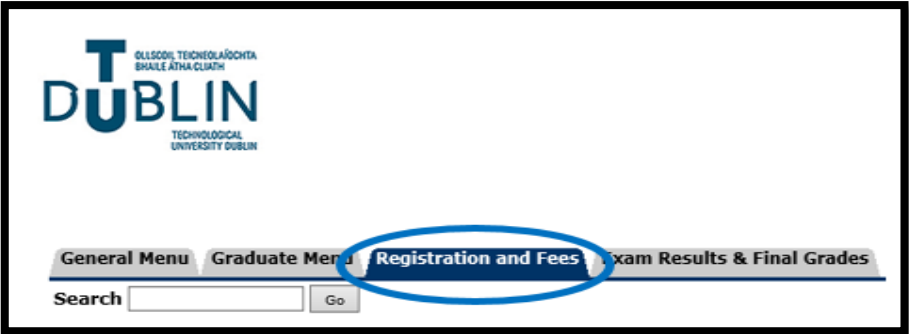
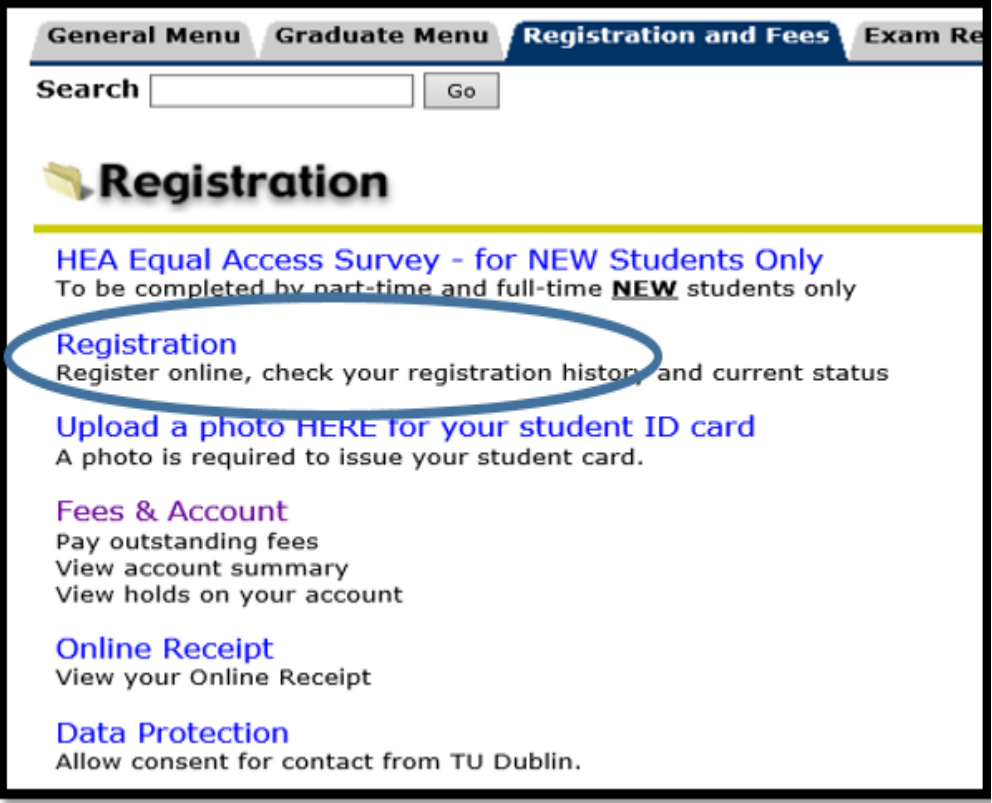
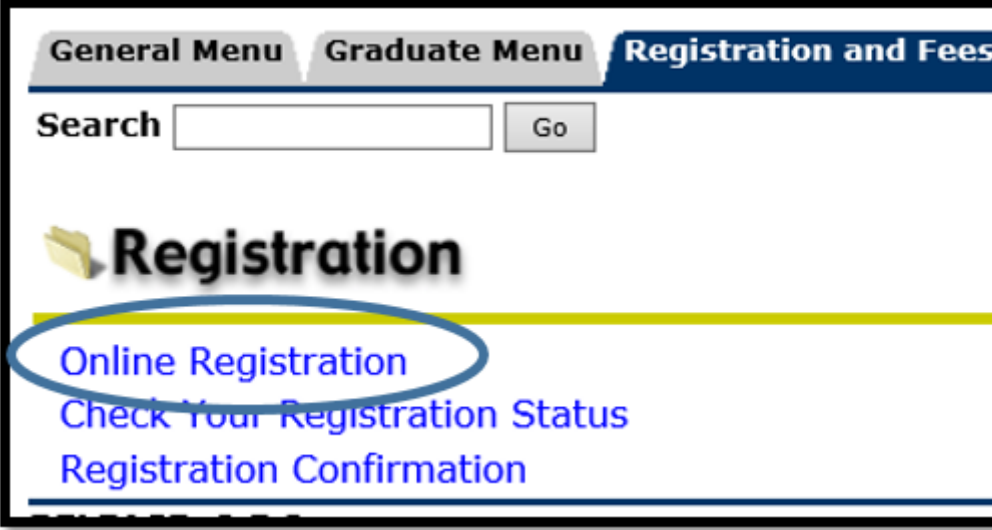
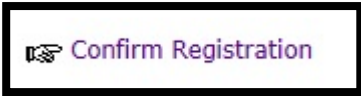
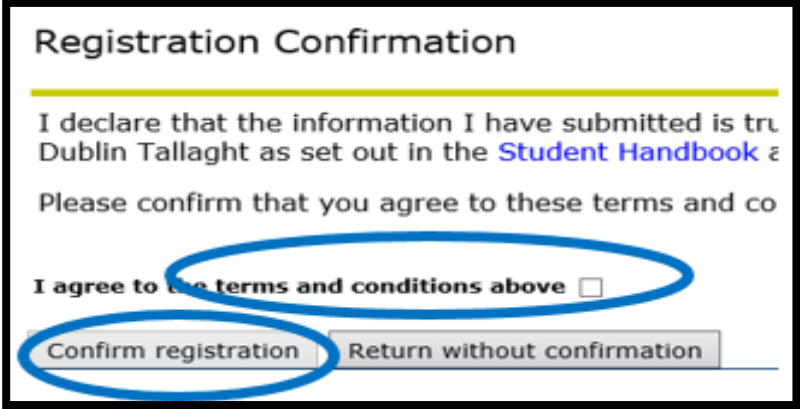
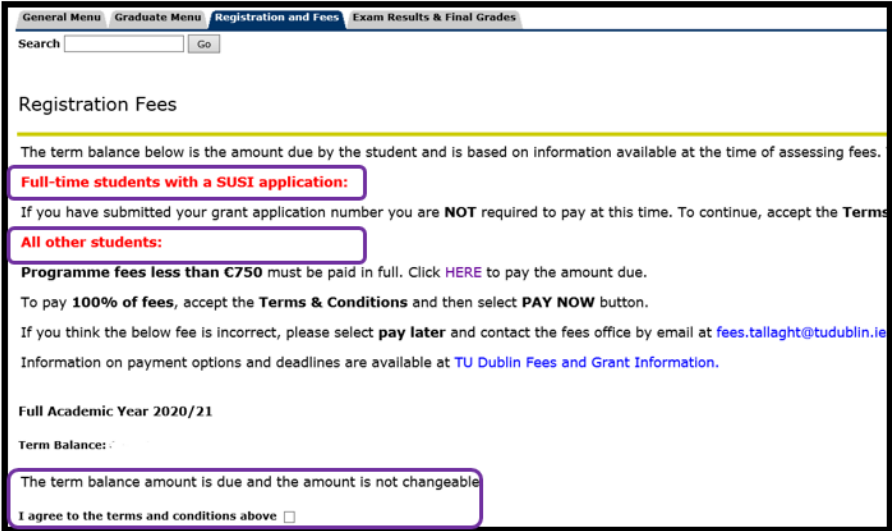


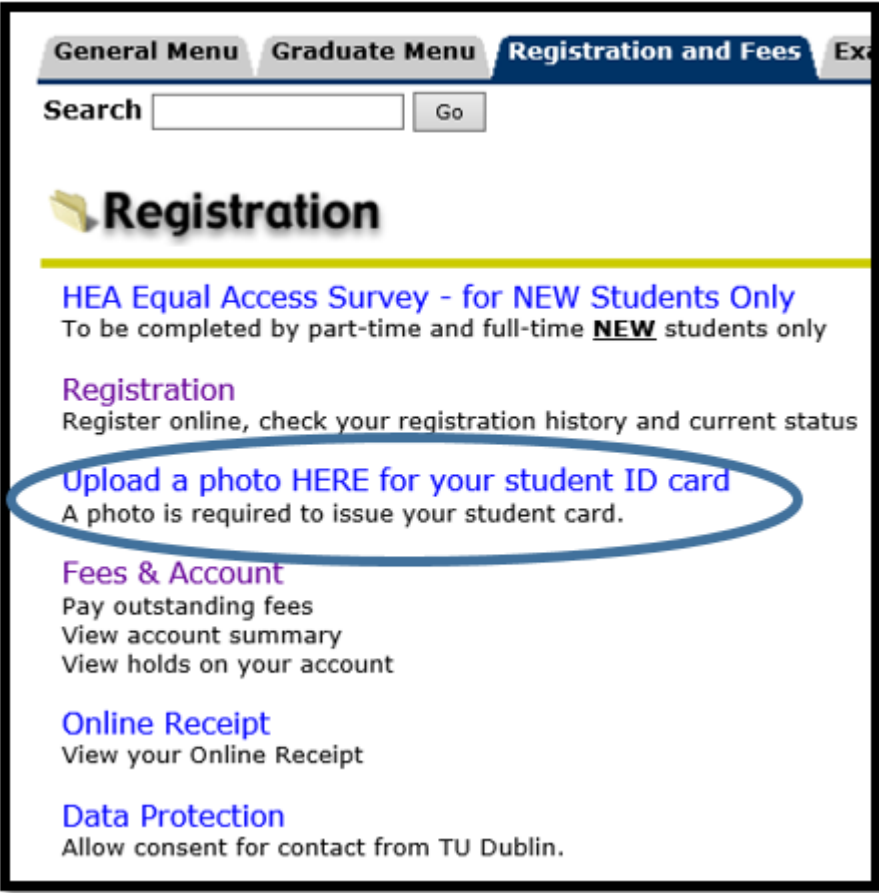
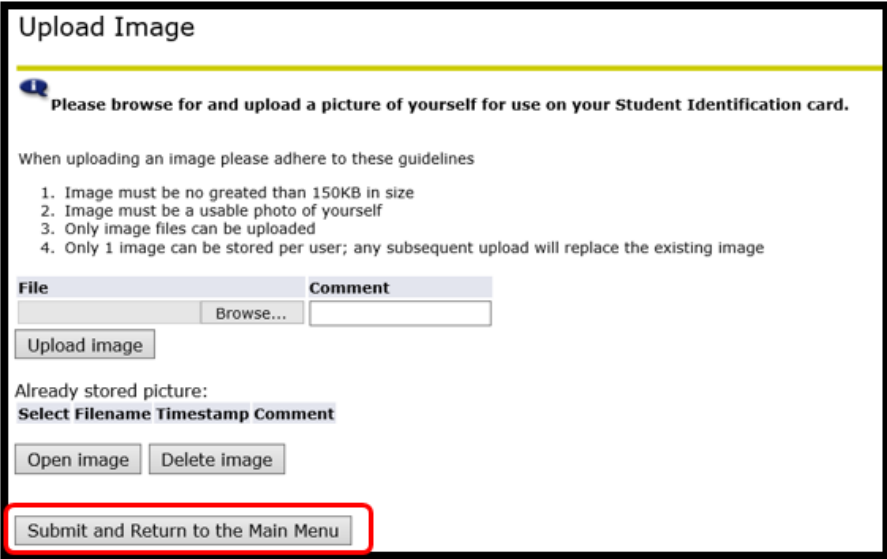
Register Online

Step1	Log-In	<p>USER ID :</p> <p>Your User ID is your student number. If you are a new student, your Student Number will be sent when registration is open for you. It is the X00----- number.</p> <p>PIN :</p> <p>For new students, your PIN is your six digit date of birth in the format DDMMYY. At your first login, you may be prompted to reset your PIN. Please DO NOT reuse your date of birth as your PIN value.</p> <p>If you have an issue with your PIN, please contact the Student Services by email at registration.tallaght@tudublin.ie</p>
Step 2	Change PIN	New students will be required to change their PIN number.
Step 3	Click on Registration & Fees tab link	 <p>The screenshot shows the TU Dublin website header. At the top left is the TU Dublin logo with the text 'TU DUBLIN' and 'TECHNOLOGICAL UNIVERSITY DUBLIN' below it. Below the logo is a navigation menu with four tabs: 'General Menu', 'Graduate Menu', 'Registration and Fees', and 'Exam Results & Final Grades'. The 'Registration and Fees' tab is highlighted with a blue oval. Below the navigation menu is a search bar with the text 'Search' and a 'Go' button.</p>

<p>Step4</p>	<p>Click on the Registration Sub menu link</p>	 <p>The screenshot shows a navigation bar with 'General Menu', 'Graduate Menu', 'Registration and Fees', and 'Exam Re'. Below is a search bar with a 'Go' button. The main heading is 'Registration' with a folder icon. A yellow horizontal line is below the heading. The first link is 'HEA Equal Access Survey - for NEW Students Only' with a subtext 'To be completed by part-time and full-time NEW students only'. The second link, 'Registration', is circled in blue and has a subtext 'Register online, check your registration history and current status'. Other links include 'Upload a photo HERE for your student ID card', 'Fees & Account', 'Online Receipt', and 'Data Protection'.</p>
<p>Step 5</p>	<p>Click on Online Registration link</p>	 <p>This screenshot is similar to the previous one, showing the 'Registration and Fees' page. The 'Registration' heading is present. Below the yellow horizontal line, the link 'Online Registration' is circled in blue. Other visible links are 'Check Your Registration Status' and 'Registration Confirmation'.</p>

<p>Step 6</p>	<p>Select Academic Year and Programme and click Submit button</p>	<div data-bbox="470 235 1390 696"> <p>Online Registration - Programme Selection</p> <hr/> <p>Please select the combination of programme and term for which you wish to register from the list below.</p> <p>When you have selected the item please press the Submit button to continue.</p> <p>The list below shows your programmes along with the Academic Years for which you are eligible to register.</p> <p>If no records are shown then you have either already completed registration or you are not eligible to register.</p> <p>For further information, please contact Student Services by email at registration.tallaght@tudublin.ie.</p> <div data-bbox="470 548 901 683"> <p>Select Academic Year Programme</p> <p><input type="radio"/> Full Academic Year 2020/21 Level 6 Business (Bus Adm)</p> <p>Submit</p> </div> </div>
<p>Step 7</p>	<p>Consent</p>	<p>Read and complete the Request for Consent and click Register button at the end of the page.</p> <div data-bbox="470 779 1268 1198"> </div>
<p>Step 8</p>	<p>Checklist Items</p>	<p>Complete each registration checklist item following the onscreen instructions on screen.</p> <p>Ensure all check list items change from a blue 'information' to a red 'tick check' icon</p> <div data-bbox="470 1438 1380 1944"> <div data-bbox="470 1438 1380 1489"> <p>Online Registration</p> <hr/> </div> <p>The menu below contains links to a number of pages; these allow you to confirm or update data that we need to have in order to confirm your registration.</p> <p>After you complete each page you may return to this menu or continue to the next page.</p> <p>Once all the pages are shown as complete, you can confirm your registration by clicking on the link 'Confirm Registration'.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Personal Information <input type="checkbox"/> Mailing Address <input type="checkbox"/> Alternative Address <input type="checkbox"/> Emergency Contacts <input type="checkbox"/> Program details <input type="checkbox"/> Module Information <input type="checkbox"/> Additional Information <input type="checkbox"/> Fees Information <input type="checkbox"/> Survey Information <p>When you have provided all the possible information you need please confirm your registration by clicking on the link below.</p> <p><input type="button" value="Confirm Registration"/></p> </div>

<p>Step 9</p>	<p>Confirm Registration</p>	<p>Click on Confirm registration link at the end of the page</p> 
<p>Step 10</p>	<p>Terms & Conditions</p>	<p>Accept the Terms & Conditions and select Confirm</p> 
<p>Step 11</p>	<p>Fees Payment</p>	<p>Follow instructions for SUSI or other payment options via PAY NOW or PAY LATER buttons. Accept the Terms & Conditions and select Confirm</p> 

<p>Step 12</p> <p>Photo Upload</p>		<p>Click on Registration & Fees tab and select the Upload a photo HERE for your student ID card link.</p> 
<p>Step 13</p> <p>Submit photo</p>		<p>Follow the online instructions. Select Submit and Return to the Main Menu to finish.</p> 

Important:

If you complete online registration and you subsequently decide not to attend (i.e. withdraw) you must notify the University immediately. Further information and form for completion can be found [HERE](#).

There may be fee implications in the future for students who wish to return to the University if they do not officially withdraw.

Email Account :

Every registered student has a student email account. This is the University's main method of communicating with you.

Your email address is in the following format: [student number]@mytudublin.ie

e.g. X00-----@mytudublin.ie

Students must log into their student email account using their email address and network password.

It is very important to check your student email regularly as lecturers, administrative and library staff will communicate with you via this email account.