

## Dean of Architecture, Planning & Environmental Policy

**Professor Mark Scott** 

Wednesday, 13 September 2023





## Your College & School

**College Of Engineering & Architecture** 

School of Architecture, Planning & Environmental Policy

### **Undergraduate Degrees**

- Bachelor of Architectural Science
- BSc City Planning & Environmental Policy
- BSc Landscape Architecture



## **WELCOME ALL!**

## Non-EU Countries

Argentina Georgia Kazakhstan Kuwait Russia Ukraine

USA



### **EU Countries**

Ireland
Belgium
Germany
Greece
Hungary
Italy
Poland
Romania
Spain
Sweden

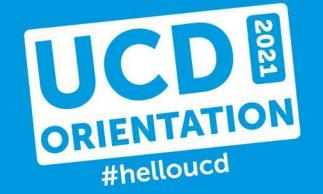
#### **UCD** Map - Finding Your Way





University College Dublin
An Coláiste Ollscoile, Baile Átha Cliath

## Student Conduct & Academic Integrity



The University sets out its values in the UCD Strategy and outlines its commitments and expectations regarding standards of conduct in the following documents:

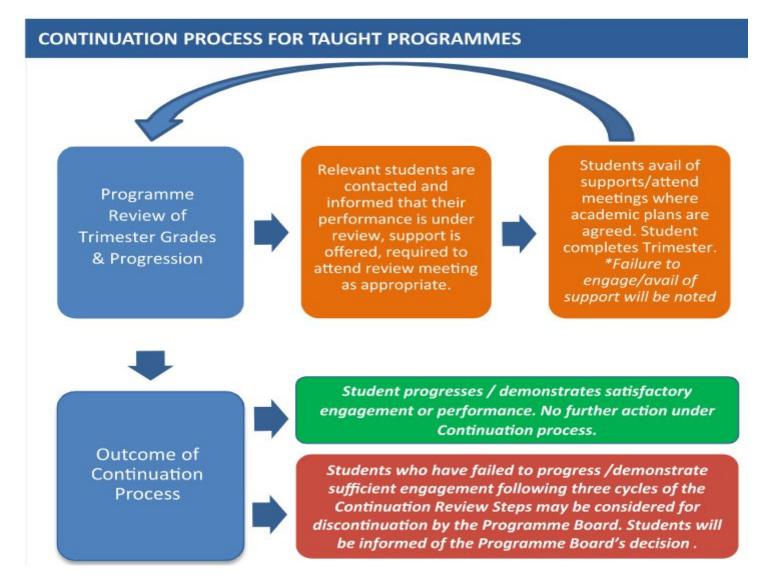
- Student Charter
- Student Code of Conduct
- UCD Dignity and Respect Policies.

www.ucd.ie/secca/studentconduct/





## **University Continuation Process**



College of Engineering & Architecture Policy & Procedure available at: www.ucd.ie/eacollege/study/studentcontinuationprocedure/



## **UCD Engineering & Architecture College Office**

## Room 122, Engineering and Materials Science Centre

Erin O'Malley

Senior Programme Manager

Valerie Kendlin

Senior Administrator

College Office Connector

www.ucd.ie/eacollege/connector















## How to contact your College Office

## 2023/2024 Opening Hours:

Office hours for face-to-face meetings and drop ins are Monday to Thursday 10am to 1pm and from 1.30pm until 4pm.



We're based in on top floor of the Architecture Building (Richview) on Monday & Wednesday mornings during term.



Office hours for **email contact** are 8.30am - 4.30pm, Monday to Friday.















## What can we help with?

#### **Registration Queries**

- Online registration queries
- Programme and module registration queries
- Advice on your Programme requirements
- Progression from Stage to Stage

#### **Examination Process**

- General enquiries about exams
- Understanding results & any required actions
- Extenuating Circumstances Process

#### **Student Support**

- Academic Advice, e.g. Leave of Absence, reduced workload
- Pastoral support and advice in relation to all aspects of University life
- Signposting to other University services















## **Choosing Elective Modules**

Where your 1st Year Degree Structure includes an Elective modules, you can choose you this module in January 2024.

Registration to these modules is not available now!

Electives can be chosen from across the full range of undergraduate degree programmes (as long as they fit into your timetable and there are places available)

Additional Option modules are suggested modules that are directly relevant to your Degree programme.

Online registration closes: Friday, 29 Sept 2023











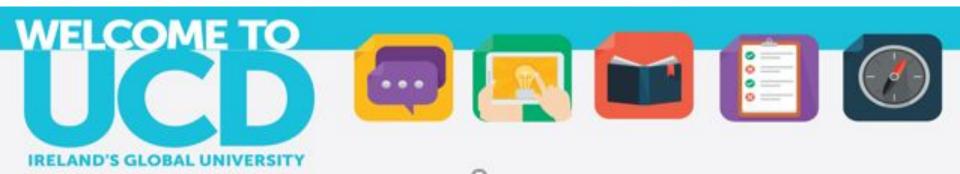




## **Communications**



- **UCD Connect email** is the primary channel for official UCD communications. You will have received information regarding your computer and email account when offered your place in UCD.
- It is the **responsibility** of each student to regularly
- check their UCD Connect email account.
- When setting up your Mail Accounts, CHANGEYOUR PASSWORD TO SOMETHING MORE SECURE.





## **UCD Extenuating Circumstances Process**

- UCD has a process called Extenuating Circumstances which allows students to apply for consideration of **unforeseen circumstances** that have had a serious effect on their ability to engage with their modules.
- Grounds for consideration must be serious, beyond your control suitable supporting evidence must be provided in order to make an application.
- Applications are submitted online via SISWeb under Programme Services but students are encouraged to discuss directly with their Module Co-ordinator (Lecturer, Studio Tutor etc) directly.

#### Further information available at:

www.ucd.ie/eacollege/study/extenuatingcircumstances/



## **IMPORTANT!**

Enjoy settling into your time at UCD, make connections and have fun!

#### Don't forget to:

- Complete your <u>online registration</u>
- Keep on top of your <u>UCD Connect</u>
   <u>Email</u>
- And don't forget to use our <u>Student</u>
   <u>Connector</u> to get in touch!

#### Familiarise yourselves with:

**UCD Current Student Website** 

College webpages for students

**Student Key Dates Calendar** 

UCD Term Dates 2022/2023

**UCD Fees Website** 

UCD Academic Regulations 2023/2024

**College Contact List** 





### IF WE DON'T KNOW WE CAN'T HELP!

- Please don't be afraid contact the Engineering & Architecture
   College Office if you need any assistance whatsoever.
- We know that settling into a new programme (city or country) can be a challenging experience, and some of you may be feeling isolated and alone.
- Please don't suffer in silence, many students feel that same way. Please let know and we can try to help you.
- Don't forget to use our <u>Student Connector</u> to get in touch!
- Also see the UCD Student Centre for all available <u>UCD Student Supports</u>



## **UCD New Students Website**

https://www.ucd.ie/newstudents/



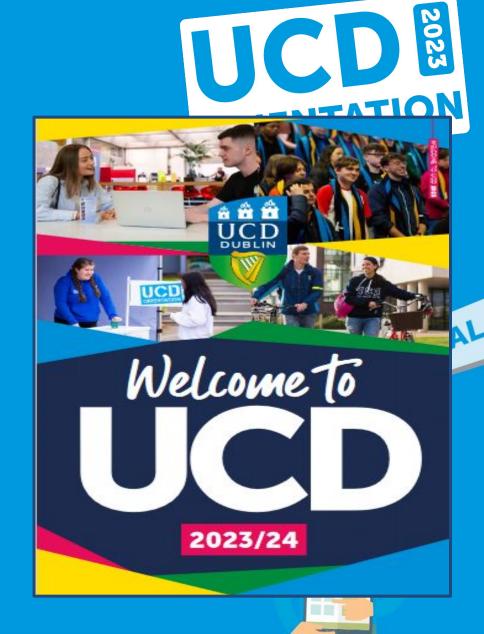


## Welcome to UCD Guide

#### Information On:

- IT Systems & Services
- Registration
- Supports For Students
- Campus Facilities
- Getting Around UCD
- UCD Students' Union

Access via New Students page





# Session closed Thanks for listening!

