

# STUDENT JOURNEY

## 3 Steps to Becoming a Student at UCD with Advance Centre

### WELCOME

Continuing, or restarting your learning journey can seem daunting, but at the Advance Centre, we are excited to help you on each step of that journey. To help simplify the process, all needed steps to apply and enroll within UCD courses are found below.

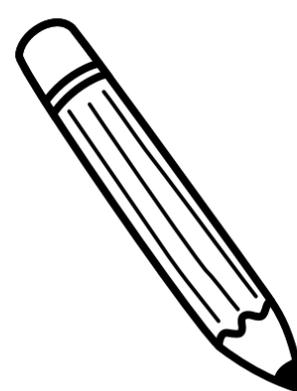
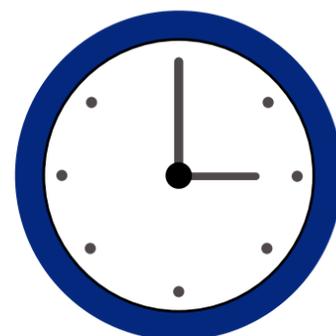


### 1. DECISION TIME

- Carefully read information about the subject in the *Visit for Details* section and next the *Detailed Course Information* section.
- Check if the study option (online, blended, in person) suits you.
- If you have all the information you need, click the *Apply* button. If you require more information, please contact the Advance team and we will answer your questions.

### 2. APPLICATION PROCESS

- First create an account, if you are a first time user, in the UCD application system.
- Next you will be brought to the UCD application online system where you will be asked to answer questions in relation to your qualification, professional experience.
- You will be required to submit documents, i.e. transcripts, where required.
- If you are applying for a single module(s) you will be able to select it from the list.
- Submit your application when you complete it.
- The decision will be available on the UCD application platform.
- Accept the decision and pay the required fees.



### 3. BECOMING A STUDENT

- You will be contacted at least 2 weeks ahead of the start of term to complete your student registration. This includes confirming terms and conditions and registration to a module(s).
- In some instances, the registration to modules may require the Advance team to support you. You will be contacted by a member of the team when this is a case.
- Remember you must complete your registration: it will give you access to the course information via Brightspace and your student card.

