LOGIN

To register online students must login to the following link on the DCU website with their username and password - https://www4.dcu.ie/student-registration.shtml

DEU Ollscoil Chathair Bhaile Átha Cliath Dublin City University	
Login to Websites of Dublin City University	"If you are experiencing problems logging in please go to www.dcu.ie/login-support"
Username	
Password	
Don't Remember Login	

New incoming students will receive information regarding their login details in the welcome communication from DCU.

Continuing students can use the same username and password details used in previous academic years. These are the details used to log into campus computers/ student email etc.

Before commencing the process please ensure that your Pop-up blocker is turned off.

REVIEW REGISTRATION SCHEDULE

On logging in, you will be directed to your registration schedule. This is a document which outlines the core (compulsory) and optional modules on offer for your programme / year of study. Please read the instructions carefully and make a note of any optional modules you wish to take (where a choice exists) and once you are happy with your module choices, please click on the 'Proceed to Online Registration' button.

Below you will find registration instructions for your programme of study.

- · Please ensure you read these instructions carefully
- Take note of the modules you wish to select.
- You will register for these on the Subject Selection page during the online registration process.
- · When you have noted your module selection and are ready to register, please proceed to the bottom of this page and click the 'Proceed to Registration' button.

BA in Accounting & Finance

Course Short Code: AF Course Year: 1 Course Offering: 01

BA in Accounting And Finance, Year 1, Full-Time

****IMPORTANT MESSAGE****

The purpose of this information sheet is to allow you view all modules connected to the Qualification, optional and core. You should print this sheet out and then continue to the next step where your registration will take place.

It is your responsibility to ensure that you register correctly



		Choose one of the fo	lowing		
FR104 GE104 SP104	Intermediate French Language Skills 2 Intermediate German Language Skills 2 Intermediate Spanish Language Skills 2	5 Credits 5 Credits 5 Credits			
			Last Updated:20th August 2020		
I have read and understood the above registration instructions.					
	Proceed	d to Online Re	gistration >>>		

Please note: If you register for incorrect module combinations this may delay your timetable and access to online learning resources. It is your responsibility to ensure you are registered correctly for your qualification and your modules.

PROCEED TO ONLINE REGISTRATION



Click on 'Online Registration' folder on the Left hand side to expand the menu to reveal all steps of the process. Please ensure to click on each step in order and complete ALL steps of the process to complete your registration.

STEP 1 - EQUAL ACCESS SURVEY

This is relevant to first year undergraduate students only. You will be asked some questions on your social, economic and cultural background which DCU asks on behalf of the Higher Education Authority (HEA). We encourage you to answer these questions, as the results contribute towards the financial assistance fund available to students in the University.

	Dublin City University Live Sys	tem	Frida	ay, 4th September 2020
		_		
DCU	Step 1 : Equal Access	Survey		
A. 1. 1991	Student Number: 20106327			
Student Web	Name: MS Registration Testing			
Online Registration Step 1 : Equal Access Survey				
Step 2 : Add Compulsory Contact Details	During your registration on your social, economic a	online, you will be asked : and cultural background.	some questions	
Step 3 : Add/Update Addresses	These are questions that	the Higher Education Author	rity (HEA)	
Step 4 : Add/Update Contact Detail	has asked us to ask you.			
Step 5 : Personal Public Service Number (PPSN) Sub	Mandatory. They do **not*	answer these questions, to * affect your DCU Registrat	iey are not tion.	
Step 6 : Rules & Regulations	,			
Subject Selection	Please click Proceed to st	tart the survey.		
Step 7 : Confirmation of Module Choices	When finished, continue w	ith your registration on th	he left.	
Step 8 : Accommodation Type		,,		
Step 9 : Cost of Registration			Breezed	
Step 10: Fees Payment			Proceed	
Payment History				
Biographical Details				
Re-Sit Exam Registration 2019				
Withdrawal from Programme				
Logout				
	Dublin City University Live Sys	Services	Eaual Access to Higher Education	lember 2020
		+ About	Equal / lecess to r light Equation	
DCI	Step 1 : Equal Access	· About	Survey	
DCC	Student Number 20100227	News & Events		
Student Web	Name: MS Registration Testing	A Z of Comilese		
Online Registration		A-Z of Services	What is the Equal Access Survey?	
Step 1 : Equal Access Survey		+ Support	It is an annual voluntary survey of first year full-time and part-time undergraduate	
Step 2 : Add Compulsory Contact Details			new entrants to Higher Education Authority funded Universities.	
Step 3 : Add/Update Addresses		FAQ	,	
Step 4 : Add/Update Contact Detail		+ Student Services	Why is the Equal Access Survey Conducted:	
Step 5 : Personal Public Service Number (PPSN) Sub Step 5 : Pulae & Depulations		· Student Services	With Information obtained from the Equal Access Survey, the HEA can measure	
Subject Selection		Staff Services	equality of access to higher education and allocate the resources needed to	
Step 7 : Confirmation of Module Choices			support students of all backgrounds and abilities	
Step 8 : Accommodation Type		+ ICT Policies &		
Step 9 : Cost of Registration		Guidelines	ine Equal Access Survey is conducted by DCU on behalf of the HEA. For more	
Step 10: Fees Payment		Guidelines	mornation about the survey, please thick here.	
Payment History		Contact	While all new entrants are encouraged to complete the survey, it is not mandatory.	
Biographical Details			However, non-response can impact on the amount of state funding allocated to	
Re-Sit Exam Registration 2019		People	the University.	
Withdrawal from Programme				
Logout		Yeu		-
		655	As with all other information in this registration form the data provided will be	
é T é				

To complete the survey click 'Proceed' and the survey will pop up. Once you have completed your details, click 'Submit' and your results will be submitted. Then click 'Yes' when asked 'Have your completed the survey?' on the next screen.

DCU	Step 1 : Equal Access Survey
	Student Number: 20106327
Student Web	Name: MS Registration Testing
Online Registration	
Step 1 : Equal Access Survey	Have you completed the survey ?
Step 2 : Add Compulsory Contact Details	
Step 3 : Add/Update Addresses	Yes No
Step 4 : Add/Update Contact Detail	
Step 5 : Personal Public Service Number (PPSN) Sub	
Step 6 : Rules & Regulations	
Subject Selection	
Step 7 : Confirmation of Module Choices	
Step 8 : Accommodation Type	
Step 9 : Cost of Registration	
Step 10: Fees Payment	
Payment History	
Biographical Details	
Re-Sit Exam Registration 2019	
Withdrawal from Programme	
Student Fee Menu	
Logout	



STEP 2 - ADD COMPULSORY CONTACT DETAILS

Please enter your 'Next of Kin Telephone number' and click 'Save' and then enter the 'Name of Next of Kin' detail and click Save'. These details will only be used in the case of an emergency.

	Step 2 : Add Compulsory Contact Details
Student Web	Student Number: 20106327 Name: MS Registration Testing
Contine Registration Step 1 : Equal Access Survey Step 2 : Add Computary Contact Details	Note: The following Communication details are required. All communication lines marked with * must be supplied. Remember to save the changes with the button provided before continuing with the next process. Next of Kin Telephone
Step 3 : Add/Update Addresses Step 4 : Add/Update Contact Detail Step 5 : Personal Public Service Number (PPSN) Sub	5555555555 Save
Step 6 - Rules & Regulations Subject Selection	Name of Next of Kin Mr Testing * Save
Step 9 : Cost of Registration	
Step 10: Fees Payment Payment History Biographical Details	
Re-Sit Exam Registration 2019 Withdrawal from Programme Student Fee Menu	
DCU	Step 2 : Add Compulsory Contact Details
Student Web	Name: MS Registration Testing
Online Registration Step 1 : Equal Access Survey One 2: Add Committee Content Database	Note: The following Communication details are required. All communication lines marked with * must be supplied. Remember to save the changes with the button provided before continuing with the next process.
Step 3 : Add Compulsory Contact Details Step 3 : Add/Update Addresses Step 4 : Add/Update Contact Detail	Note: All Compulsory Communication details have been supplied, Thank You.
Step 5 : Personal Public Service Number (PPSN) Sub Step 6 : Rules & Regulations	
Subject Selection Step 7 : Confirmation of Module Choices Step 8 : Accommodation Type	
Step 9 : Cost of Registration Step 10: Fees Payment Payment History	
Biographical Details	
Withdrawal from Programme Student Fee Menu Logout	

STEP 3 - ADD / UPDATE CONTACT ADDRESSES

Please update your postal and study address details and save. Please note all correspondence from DCU is sent to your postal address. Your student ID card will be posted to your Postal Address (for new incoming students).

	Student Number: 20106327 Name: MS Registration Testing		
Student Web	Note: If your address details have changed, enter the new det	ails in the lines provided next to the current address details. A	I address lines marked with * must be supplied.
Online Registration	Remember to save the changes, with the button provided, before	ore continuing with the next process. Use the scroll bar on th	e right of the screen to view all address details.
Step 1 : Equal Access Survey	Current Details	New Details	
Step 2 : Add Compulsory Contact Details	Postal Address	Update / Enter Details Here	
Step 3 - Add/Update Addresses Step 4 - Add/Update Contact Detail Step 5 - Remonit Public Service Number (PPSN) Sub Step 5 - Rules & Regulations Subject Selection Step 7 - Confirmation of Module Choices	The Registry DCU Dublin 9	Eirode	Save
Step 8 : Accommodation Type			
Step 9 : Cost of Registration	Study Address	Update / Enter Details Here	
Step 10: Fees Payment Payment History Biographical Details Re-Sit Exam Registration 2019 Withdrawal from Programme Student Fee Menu	The Registry DCU Dublin 9	Eiroda	Sava
Logout		Eircode	Save

STEP 4 - ADD / UPDATE CONTACT DETAIL

Please update your contact phone numbers and save.

Image: DCU Image: Step 4 : Add/Update Contact Detail tudent Web Student Number: 20106327 Name: MS Registration Testing Image: Note: If your communication details have changed, enter the new details in the line provided next to the current communication details. Lines marked with * must be supplied.
tudent Web Student Number: 20105327 Name: KS Registration Testing Police Registration A Registration details have changed, enter the new details in the line provided next to the current communication details. Lines marked with * must be supplied.
Online Registration Note: If your communication details have changed, enter the new details in the line provided next to the current communication details. Lines marked with * must be supplied.
She 1: Evel Assess Super-
Remember to save the changes with the button provided before continuing with the next process.
Step 2 : Add Compulsory Contact Details
Step 3 : Add/Update Addresses Current Details New Details
Step 4: Add/Update Contact Detail Mobile Number Update / Enter Details Here
Step 5 : Personal Public Service Number (PPSN) Sub 1234567 Save
Step 6 : Rules & Regulations
Subject Selection Next of Kin Telephone Update / Enter Details Here
Step 7 : Confirmation of Module Choices
Step 8 : Accommodation Type 555555555 Save
Step 9 : Cost of Registration
Step 10. Fees Payment Name of Next of Kin Update / Enter Details Here
Payment History Mr. Device Tracting
Biographical Details Mill Registration resulty Save
Re-Sit Exam Registration 2019 Home Telephone Number Update / Enter Details Here
P Withdrawal from Programme
B Student Fee Menu Save
xgout

STEP 5 - UPDATE YOUR PPSN (if applicable)

DCU are collecting student Personal Public Service Numbers on behalf of the HEA. Please enter your PPSN (if applicable) and click 'Continue' to proceed to the next step.

	Step 5 : Personal Pu	ublic Service Number (PPSN) Submission		
Student Web		Personal Public Service	Number	
Chine Registration Step 1: Equal Access Survey Step 2: Add Computeory Contact Details Step 3: Add/Update Addresses Step 4: Add/Update Contact Details Step 5: Add/Update Contact Detail Step 5: Expose Turbitic Steve Number (PPSI)). Sub Step 6: Rules & Regulations Subject Selection Step 7: Confirmation of Module Choices Step 8: Accommodation Type Step 9: Cord of Registration Step 10: Fees Payment Payment History Biographical Details Cord Step State 2: Cord of Registration Step 7: Biographical Details Cord Step Step 8: Cord of Registration Step 10: Fees Payment Payment History Biographical Details Cord Step State 2: Cord Registration Step 7: Step 8: Cord Registration Step 7: Step 8: Cord Registration Step 7: Step 8: Step 8: Cord Registration Step 7: Step 8: St	Student Number: 20106327 Name: MS Registration Testin Please enter your PPS Numb If your PPS number is display PPS Number: 132154565 Continue	ng er in the space provided below and press Continue to proceed. red and correct, press Continue to proceed.		
	Dublin City University L	ts.dcu.ie says PS Number Successfully Saved		 Friday, 4th September 20
DCU		ок		
Student Web				
Onine Registration Step 1: Equal Access Survey Step 2: Add Computeory Contact Details Step 3: Add/Update Addresses Step 4: Add/Update Addresses Step 4: Add/Update Contact Detail Step 5: Personal Public Sender Number (PDSN) Sub Step 6: Rules & Regulations Subject Selection Step 7: Contimution of Module Choices Step 9: Cost of Registration Step 10: Fees Payment Fayment History				

STEP 6 – REGISTRATION RULES AND REGULATIONS

NB you must read and accept the Rules and Regulations of the University prior to registering for your programme of study. Please ensure to click the "I Accept" button on this page before continuing to the Subject Selection page.

	DCU Online Registration Terms and Conditions
DCU	Academic Year 2021-2022
Student Web	
Student Web Student Web Contre Registration State 1: Exail Access Survey State 2: Accel Update Activates State 3: Accel	
	I Accept

Please note - If you have all compulsory modules (no optional modules) available to you on your programme, when you click 'I accept' on Step 6, you will be registered for your qualification and your modules and will skip to the Confirmation of Module Choices page.

STEP 7 - SUBJECT SELECTION / CONFIRMATION OF MODULE CHOICES

Select your optional modules for each Semester according to the instructions displayed on the registration schedule. This is the document you reviewed on logging in with your username and password. Please ensure you choose the correct combination and sufficient credits in each Semester. Once you have ticked the box beside each of your preferred optional modules, click 'Continue'.

	Step 7 : Confirmation of Module Choices					
	Student Number: 20106327					
Student Web						
Online Registration	Veer Of Study 1 LEVEL ONE (EIDST VEAD)					
Step 1 : Equal Access Survey	Tear of study (1- LEVEL ONE (FINST TEAR)					
Step 2 : Add Compulsory Contact Details	Note: Please select the subjects/modules you wish to register for. Some comp	pulsory subjects/modules have already	/ been pre-selected for you. Clie	k 'Remove' to exclude any of		
Step 3 : Add/Update Addresses	the currently selected subjects/modules from your registration.					
Step 4 : Add/Update Contact Detail						
Step 5 : Personal Public Service Number (PPSN) Si	Jbi Selec	cted Subjects/Modules				
Step 6 : Rules & Regulations	Subjects/Modules	Semester	Compulsory	Credits		
Subject Salaction	AC120 - Financial Accounting 1	Year Long	Yes	10		
Step 7 : Confirmation of Madula Choices	AC130 - Introductory Accounting - Planning & Control	Year Long	Yes	5		
Step 7 . Commination of Module Choices	EF113 - Introduction to Microeconomics	Semester 1	Yes	5		
Step 8 : Accommodation Type	LG102 - Principles of Commercial Law in Ireland	Semester 2	Yes	5		
Step 9 : Cost of Registration	MS144 - Accounting Mathematics 1	Semester 1	Yes	5		
Step 10: Fees Payment	MT120 - Business Analytics 1	MT120 - Business Analytics 1 Year Long Yes 5				
Payment History	SB101 - Enterprise 101	Year Long	Yes	7.5		
Biographical Details	SB102 - Critical Thinking for Business Year Long Yes 5					
PRe-Sit Exam Registration 2019	SD105 - Business 101	Semester i	res	2.5		
P Withdrawal from Programme			Total C	edits: 55		
Student Fee Menu						
Logout	Elective/	Optional Subjects/Modules				
	Subjects/Modules	Semester	Compulsory	Credits		
	*FR103 - Intermediate French Language Skills 1	Semester 1	No	5		
	*FR104 - Intermediate French Language Skills 2	Semester 2	No	5		
	GE103 - Intermediate German Language Skills 1	 Semester 1 	No	5		
	GE104 - Intermediate German Language Skills 2	Semester 2	No	5		
	*HR101 - Psychology in Organisations	Semester 1	No	5		
	*MT119 - The Global Business Environment	Semester 1	No	5		
	<u></u>	A	**	-		
	Note: Once you have completed your subject/module selection, click the 'Con	tinue' button to commence.		-		
	Continue					

This next page will confirm the modules you have chosen. Please review this to ensure you have registered correctly. If you have not selected the correct modules, you can change the optional modules during the Semester 1 Change of Module Period -

http://www.dcu.ie/registry/registration/Semester_1_change_of_module.shtml



STEP 8 – ACCOMMODATON TYPE

Click on Step 8 and update your accommodation type for the coming academic year i.e. Parental Home

	Step 8 : Accommodation Type
Student Web	Name: MS. Gemma Tester
Chine Registration Step 1: Equal Access Survey Step 2: Add Computery Contact Details Step 3: Add/Update Addresses Step 4: Add/Update Contact Detail Step 5: Personal Public Service Number (PPSN) Submission Stap 0: Rules & Regulations Subject Selection Step 7: Confirmation of Module Choices Step 8: Accommodation Type Step 9: Cost of Registration Step 10: Fees Payment Payment History Biographical Details Withdrawal from Programme Subject Fee Menu Logout	Qualification Qualification Year 2022 NOTE: Select one of the following to indicate where you live during term time. Save your selection before continuing with the next process. Parental Home College Accommodation (incl. off-campus) Rented Accommodation Own House (house, apartment) Other Accommodation Not Specified Save

STEP 9 – COST OF REGISTRATION

Step 9 Cost of Registration: This details the cost of registration for your programme of study, should you wish to print it for your records.

			\mathcal{O}
Student Web			DCU
Doline Registration		Cost of Pegistration	
Step 1 : Equal Access Survey		COSt Of Registration	
Step 2 : Add Compulsory Contact Details			No : 20106327
Step 3 : Add/Update Addresses			04-Sep-2020
Step 4 : Add/I Indate Contact Detail	Nar	ne:MS R Testing	
Step 5 : Parsonal Public Sanica Number (PPSN) Sub		The Registry	
Clea 6 : Dulas 9 Deculations		Dublin 9	
Step 6 - Rules & Regulations	Code	Qualifications And Subjects	Amount
Subject Selection	AF	BA in Accounting and Finance (Paid by the Free Fees Scheme)	0.00 D
Step 7 : Confirmation of Module Choices	AC120	Financial Accounting 1	0.00 D
Step 8 : Accommodation Type	AC130	Introductory Accounting - Planning & Control	0.00 D
Step 9 : Cost of Registration	EF113	Introduction to Microeconomics	0.00 D
Step 10: Fees Payment	EF114	Introduction to Macroeconomics	0.00 D
Payment History	GE103	Intermediate German Language Skills 1	0.00 D
Biographical Details	LG102	Principles of Commercial Law in Ireland	0.00 D
Re-Sit Exam Registration 2019	MS144	Accounting Mathematics 1	0.00 D
Withdrawal from Programme	MT120	Business Analytics 1	0.00 D
Student Fee Menu	SB101	Enterprise 101	0.00 D
Logout	SB102	Critical Thinking for Business	0.00 D
	SB103	Business 101	0.00 D
	Ref	Other Transactions	Amount
	AF	ISTUDENT LEVY	43.00 D
	AF	STUDENT CONTRIBUTION FEE	3,000.00 D
		Total For This Registration	3,043.00 D

STEP 10 – FEES PAYMENT

Please click on the fees option relevant to you and complete the payment process. Please note that you can return directly to this step and pay the balance at a later stage. If you do not wish to pay online you can also visit the fees website for more options on how to pay your fees - http://www.dcu.ie/finance/register.shtml

	Dublin City University Live System Friday, 4th September 203
	Step 10: Fees Payment
DCU	Student Number: 20106327
Student Web	Name: MS Registration Testing
Doline Registration	Select one of the following options available for payment of fees.
Step 1 : Equal Access Survey	
Step 2 : Add Compulsory Contact Details	
Step 3 : Add/Update Addresses	1. Full Contribution Fee €3043
Step 4 : Add/Update Contact Detail	
Step 5 : Personal Public Service Number (PPSN) Sut	a 2. First Instalment €1543
Step 6 : Rules & Regulations	
Subject Selection	3. Levy Only €43 (Note: Option 3 only available for Local Authority, VEC or SUSI grant holders, applicants)
Step 7 : Confirmation of Module Choices	
Step 8 : Accommodation Type	
Step 9 : Cost of Registration	
Step 10: Fees Payment	
Payment History	
Biographical Details	
Re-Sit Exam Registration 2019	
Withdrawal from Programme	
Student Fee Menu	
Lonout	

Please note - Your student card (for new incoming students) will not be issued until you have paid your fees.

Please ensure to logout of the process if you are not using your own personal PC or device.