



# HERE IS WHERE~

## I REGISTER FOR MY YEAR ABROAD / PLACEMENT YEAR



Welcome back to your studies for the Academic Year 2019/2020!

**Please note you must register online for your Year Abroad/Placement.**

Click [here](#) for online registration opening dates ( or see *Key Dates below*) where you will be able to register for your course online. \* You **cannot** register before your given date. It is important to register correctly as:

- Prompt and correct registration as a student of the University gives you access to College facilities (e.g. Library, computer labs etc).
- Correct module registration gives you access to blackboard (if used by your Lecturer) and ensures that your personal exam timetable will be correct.

For more information about student registration, please visit [Student Registration, NUI Galway](#)

### Registration Support?



Registration support is available from 14th August until 27th September and is located in 1st Floor, Áras Uí Chathail.

[reghelp@nuigalway.ie](mailto:reghelp@nuigalway.ie)

[www.nuigalway.ie/registration](http://www.nuigalway.ie/registration)

## Important...

### Access and Passwords?



If you have forgotten your password then please visit CASS and click on 'Forgot Password' on the left of the screen. If you are still having difficulties email [servicedesk@nuigalway.ie](mailto:servicedesk@nuigalway.ie)

### Fees!



Any fees queries to be addressed to [fees@nuigalway.ie](mailto:fees@nuigalway.ie)

### Module Registration



Failure to register your modules correctly will result in:

- no access to blackboard

### Blackboard



Please ensure that your Blackboard account exactly matches your module registration.

- you will not be scheduled for an exam in that module.
- Please note that you cannot resit any modules previously sat and passed. It is your responsibility to ensure that all details or registered modules and exemptions are correct.

Should you have any queries in relation to module selection please contact your relevant College

Note: Once you choose your modules it takes 24 hours for them to appear on Blackboard. If you have any Blackboard queries please contact [service@nuigalway.ie](mailto:service@nuigalway.ie)



## IT Services

Your campus account and all associated access to IT services in NUI Galway will be automatically disabled when you are no longer a registered student at NUI Galway. (Please note, this includes Blackboard, email and file share access).

If you don't register for 19/20 your Campus Account will be disabled on 28<sup>th</sup> February 2020.

## Key Dates

<b>15 Aug</b>	Online Course & Module Registration Opens - <b>ALL students except College of Arts</b> @ 10.00 am Returning / Progressing Undergraduate Students
<b>19 Aug</b>	Online Course & Module Registration Opens <b>for College of Arts Progressors</b> @ 9.00 am Returning / Progressing Undergraduate Students
<b>16 Sept</b>	Course Registration Closes
<b>23 Sept</b>	Module Registration Closes
<b>08 Jan</b>	Change of Mind / Module Registration Opens Optional Semester 2 Modules only, for relevant courses
<b>31 Jan</b>	Change of Mind / Module Registration Closes Optional Semester 2 Modules only, for relevant courses

### Registration

1<sup>st</sup> Floor, Aras Ui Chathail  
NUI Galway  
[reghelp@nuigalway.ie](mailto:reghelp@nuigalway.ie)

