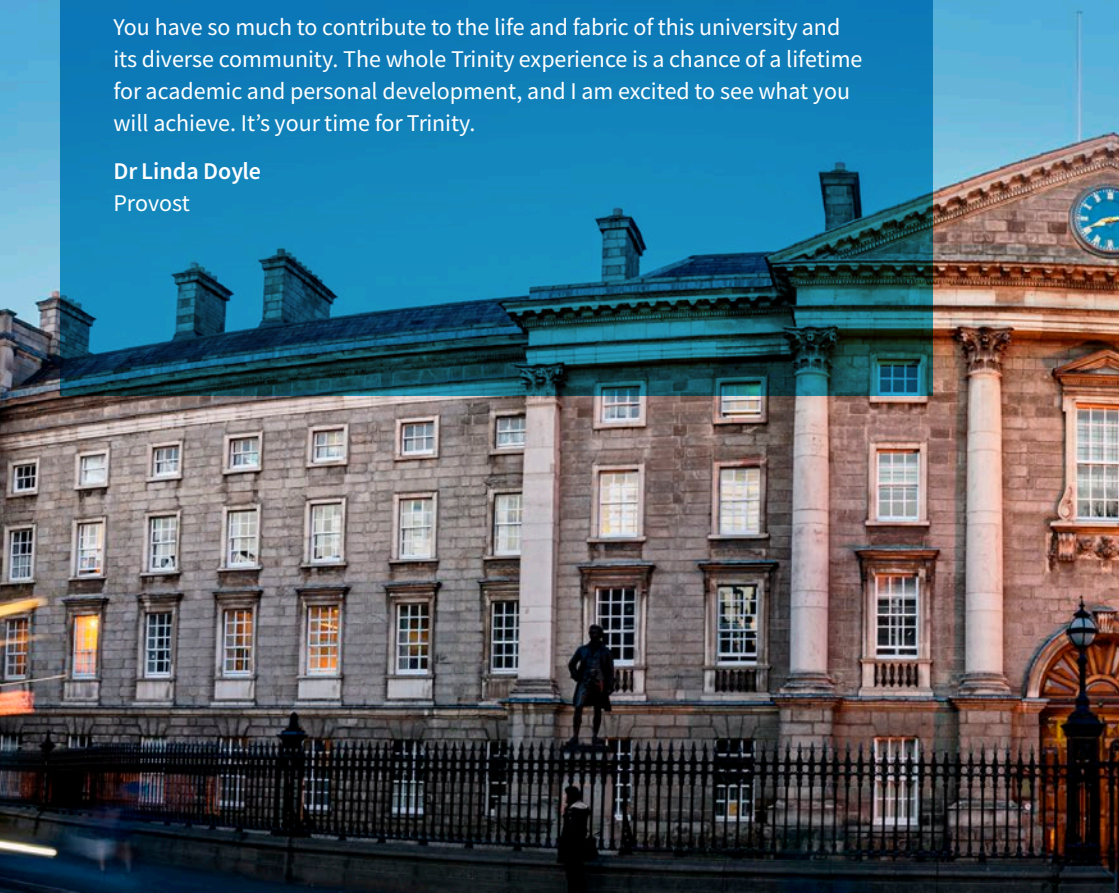# Welcome to
Trinity College Dublin

YOUR TIME FOR TRINITY

It is my absolute privilege to welcome you to Trinity College Dublin, The University of Dublin. You should be immensely proud of all you have achieved to date, and I am excited for what you will do in the years ahead. At this time of year, I am reminded of my own Trinity student journey and of how scary and exciting the whole new experience can be. I want to reassure you that we are a supportive community and will be there for you every step of the way.

Trinity is a place completely dedicated to education that is transformative and challenging. We understand that learning comes in different forms. For many, these will be the formative years in your life – a time to make lasting friendships, to learn from mistakes, and to find yourself. You will do this whilst adding to your skillset – through directed and self-directed learning, by engaging in lectures and tutorials, through engaging with the many diverse and brilliant **clubs** and **societies** and **Trinity Publications**. Indeed you may decide to become active within the Students' Unions who continue to play such a key role in Trinity's democracy.

You have so much to contribute to the life and fabric of this university and its diverse community. The whole Trinity experience is a chance of a lifetime for academic and personal development, and I am excited to see what you will achieve. It's your time for Trinity.

Dr Linda Doyle
Provost

WELCOME TO TRINITY COLLEGE DUBLIN

Congratulations on being offered a place in Trinity, the best university in Ireland and one of the top 100 in the world! Whether you are an aspiring artist or scientist, historian or midwife; whether you are from Mayo or Mumbai; whether your passions find you on the playing field or in the orchestra pit; whether you are happiest parsing texts, debating policy issues or writing code; I hope we will have the privilege of you joining the Trinity community.

This welcome pack will help you navigate the journey from accepting your offer to joining us during Orientation. I hope you accept your offer to join the Trinity community and embrace all the richness of our diverse community and the opportunities that your years here at Trinity College will offer.

Dr Richard Porter,
Dean of Students
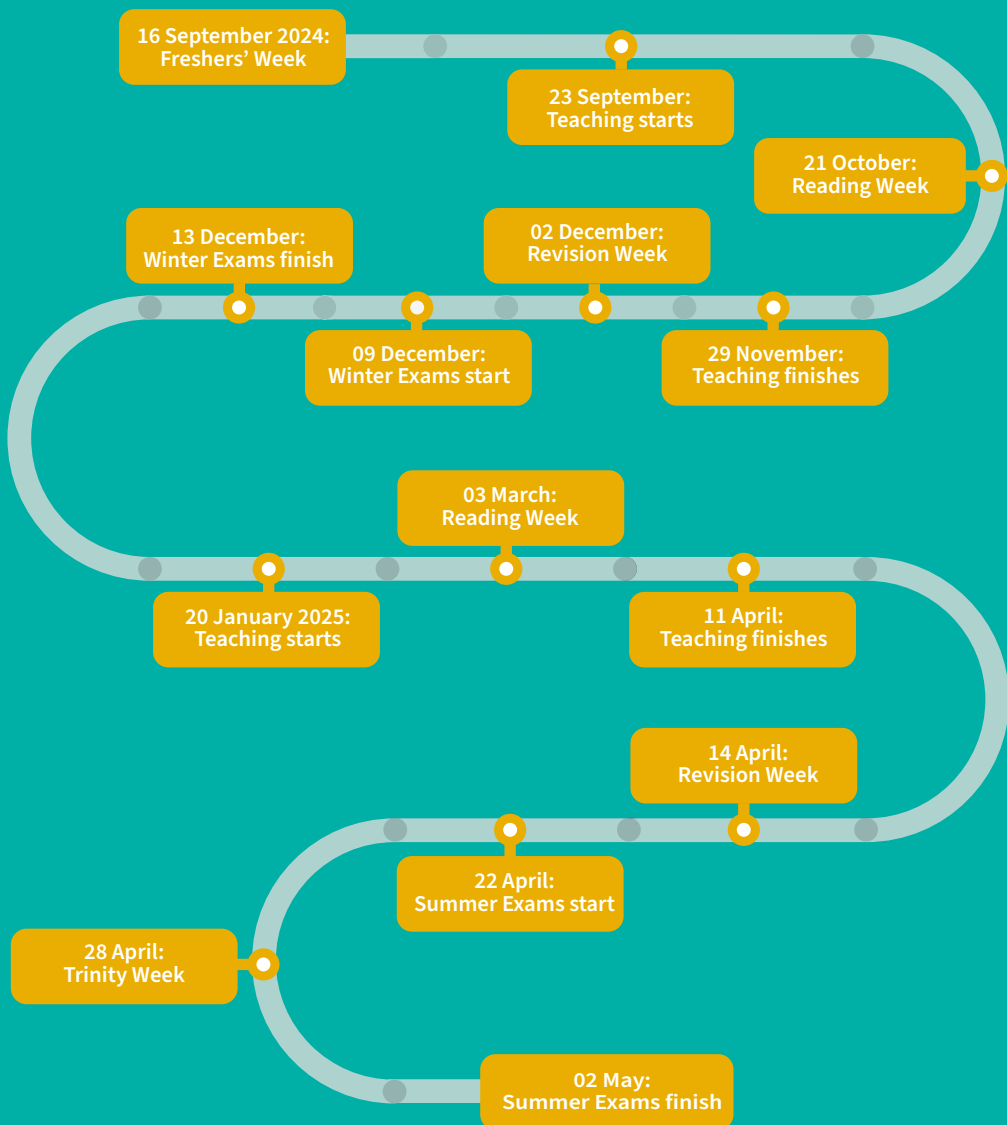
CHECKLIST

Before you arrive

1. Accept your offer
2. Confirm your accommodation arrangements (if applicable) or speak to the Accommodation Advisory Service for help finding a place to live
3. Follow Trinity's social media @trinitycollegedublin
4. Go to the Orientation website
5. Check your course page for important information on the website
6. Log in to **my.tcd.ie**
7. Register online via **my.tcd.ie**
8. Activate your email account
9. Login to Blackboard
10. Download the Trinity Live app

When you start

1. Attend your scheduled Orientation events
2. Meet your Personal Tutor
3. Meet your S2S Mentor
4. Locate your School/course office
5. Locate your lecture theatres and classrooms
6. Locate House 6 for the Students' Union (TCDSU)
7. Locate the shops, cafes and dining areas on campus
8. Connect your devices to the student Wi-Fi
9. Sign up for a Library workshop
10. Join a club or society
11. Top up your TCard and your print account (you will need to do both separately)
12. Secure a locker, if you need one
13. Find out where to get support
14. Apply for disAbility Service support if you need to

ACADEMIC YEAR STRUCTURE/ KEY DATES

16 September 2024: Freshers' Week

23 September: Teaching starts

21 October: Reading Week

13 December: Winter Exams finish

02 December: Revision Week

09 December: Winter Exams start

29 November: Teaching finishes

03 March: Reading Week

20 January 2025: Teaching starts

11 April: Teaching finishes

14 April: Revision Week

22 April: Summer Exams start

28 April: Trinity Week

02 May: Summer Exams finish

GUIDE TO REGISTRATION

1. How do I register?

You will register online via the website **my.tcd.ie**. Registration will open from August on a course-by-course basis. A communication will be sent to the email address you gave during the application process inviting you to log in to the website to register. **Please check your email for updates regularly**. Once you have registered, emails will be sent to your new TCD email address.

A username and password has been created to give you immediate access to **my.tcd.ie**

Username: Shown in the top right corner of both the email and letter you received. This is also your TCD student ID Number.

Password: This is your date of birth in the format DDMONYYYY, e.g. 03FEB2001

Students who have previously accessed the **my.tcd.ie** website should **continue** to access it using their current username and password as this has not been changed.

When you have been invited to register you will see an in-tray message in your student portal and you will have access to the '**Register**' tab in the portal on the top menu.

In order to complete online course registration, you should click on the tab and proceed.

You must complete all listed tasks successfully before the process is complete. When you have completed these tasks successfully you will see a **green tick**. If tasks are incomplete they will be highlighted by a **red X**. All mandatory fields are marked with an asterisk (*).

Online registration does not have to be completed in one sitting. You can complete a task or multiple tasks, exit and return later to proceed. The completed tasks will be saved when you log out.
You must complete each individual task before registration is complete.

Please view our step-by-step guide and video podcast at **tcd.ie/ academicregistry/student-registration**

2. How do I pay my fees?

You can pay your fees through the following methods:

- **Online Payment:** You can make an online payment using a debit/visa card on the website **my.tcd.ie**. You can click the '**My Finance**' tab on your portal to pay your fees. This is the quickest and easiest way to pay.

- **EFT (Electronic Funds Transfer) i.e. bank account or online banking transfer:** This involves the transfer of funds directly to the Trinity College Dublin accounts. Such a transaction isn't immediate. Due to banking requirements, it can take up to 4-5 working days for payments to be cleared on your account, or up to 10-12 working days if the payment is made internationally. Please factor this into your payments if you have a set payment deadline.

Bank account details for EFT payments are available in the Academic Registry's Registration Guide and in your **my.tcd.ie** portal.

- **TransferMate (Recommended for International Students):** This is an easy-to-use online payment process which offers a secure, fast, and affordable way to make your international payments to Trinity College Dublin. This method saves you time and money when paying your fees internationally. **TransferMate** allows you to make your international payments free of charge, while receiving competitive foreign exchange rates. Where **TransferMate** has a local bank account, you will not be subjected to any international wire fees and will be able to pay in your local currency. **TransferMate** receipts are also accepted by visa and immigration agencies.

3. How do I know that I'm registered?

You will receive a 'Confirmation of Registration' in-tray message in your portal once have completed the registration process, stating you are now a fully registered student. You can then receive a student card and avail of all of the student services we have to offer.

You will collect your student card in the Orientation Hub in the Exam Hall during Freshers' Week. Academic Registry will email you with instructions for how to upload a student ID photo to the MyTCD portal and a time to come pick it up.

ORIENTATION

To help you settle into Trinity, Orientation Week runs from 16th-20th September 2024.

THE ORIENTATION WEBSITE

The first thing you need to do now is to go to **tcd.ie/students/orientation** and click on 'Undergraduate Students'.

The Orientation website has a lot more information that you'll need to get set up as a Trinity student and to start your course.

You'll find your Orientation Timetable there, too, with details on how to access Orientation Week information sessions and meetings.

Click on 'Orientation Timetables & Important Course Information' to find information specific to your course. Some courses have additional requirements before you can register, and you will find them detailed here.

There is a lot of useful information about Trinity and Orientation on the site, so do make sure you spend some time looking around.

For mature students, disabled students, and TAP/HEAR/DARE students, there is also important information for you about additional Orientation events (you'll find it in the left navigation menu), so make sure to read it.

If you need to get *health screenings or Garda vetting*, before you register, it's vital that you do this as soon as possible as you may not be able to complete your registration without submitting these forms.

All of the information you'll need to complete these will be on the Orientation website.
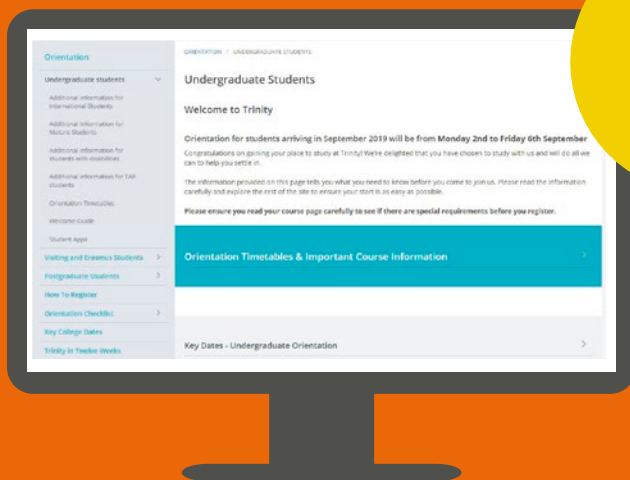
You'll find your Orientation timetable here too

ORIENTATION TIMETABLE

You will see a number of events on your Orientation Timetable. Orientation events are mandatory for students, unless stated otherwise.

> **The Provost's Welcomes will be on Monday 16th and Wednesday 18th September in the Ed Burke Theatre at 5pm. We'll be live-streaming it for you as well. Further details will be on the Orientation website.**

General Sessions – these sessions will cover student supports and services, how we do things at Trinity, and key information to survive your first few weeks in College. We'll be giving you a chance to ask us all the questions you might have about studying, keeping yourself well, and getting involved in College life.

Course Meeting – this session is given by your School to take you through the year's academic expectations. You'll get a chance to meet some of your lecturers, and to find out what kind of classes you'll be taking and how you will be assessed.

S2S Mentor Meet-Up – your S2S Mentor is a really important person in your first year. They are older students in your course who can answer all the questions you have about being a student in Trinity and give you advice based on what they've learned so far. This is a really important meeting to attend, because it also gives you a chance to meet your fellow classmates in a smaller group and to further explore the campus.

Meet Your Tutor – your Tutor is another important person throughout your time in Trinity. Your Tutor is an academic staff member who is there to look out for you not your grades. You may be invited to a first introductory meeting with them during Freshers' Week, or we encourage you to reach out to them by email.

You may have more events than these listed on your timetable, and if you do they are specific to your course. They are also compulsory.

THE ORIENTATION HUB

Make sure to collect your student ID from the Orientation Hub in the Exam Hall during Orientation Week. Key student services will be present in the Hub to answer your questions and to help ensure you're fully set-up and ready to go as a Trinity student. You may even find some fun freebies and prizes up for grabs, so don't miss out!

As well as timetabled Orientation events and the Hub taking place on campus, theree'll also have a lot more content about getting started at College on the Orientation website that you can look at in your own time during Freshers' Week.

Remember – these are just the official College events happening during Freshers' Week. Don't forget that the Students' Union (TCDSU) and the clubs, societies, and publications have a very busy week of events, too! Check out @tcdsu, @trinityents, and specific society/club/publication social media accounts for details!

YOUR FIRST SEMESTER

After the excitement of Freshers' Week, you'll settle into lectures and labs and serious academics. However, we'll still be here to help you adjust to College, and to give you helpful advice and information.

Your S2S Mentor will be looking out for you all year, sending you weekly emails and arranging social meet ups. The emails will contain links to an important programme for you in the first semester: Trinity In Twelve Weeks. We know it's going to be challenging to be learning new material at university level, so all of our supports will be there to help you, answer your questions, and make sure that you have what you need to be as successful as possible – both inside and outside the classroom.

Each week of the programme has a theme – from getting involved in College to looking after your mental health – and lots of useful information and suggestions for events going on that week. It also has more detail about what student services are available to you while you are a Trinity student and how to access them.

Make sure to follow the programme week by week, and you'll be an expert Trinity student by Christmas!

Trinity in Twelve Weeks

Learn about

- Your Trinity Toolkit
- Study Skills
- Looking After Yourself
- Managing Your Money
- Your Life After Trinity
- Exams

STUDENT LIFE –
THE STUDENTS' UNION

What is TCDSU?

The Students' Union is your place in Trinity. It's where your voice can be heard, and where you can turn for help when you need it. The SU is an independent, autonomous body which has a long history of fighting for student rights, and we want to continue that this year. But the SU only works if you come to us and tell us what you need!

We're based in House 6 in Front Square, and our contact details are all in here. Whatever you need, we're here for you. Whether it's accommodation, help with exams, a chat about anything worrying you, wristbands for a night out, or fighting for higher education funding, the SU can help.

tcdsu.org

> **Students' Union Front Office**
> **Opening Hours: Mon-Fri: 9:30-17:00**
> **frontoffice@tcdsu.org // 01 646 8431**

Accommodation Advisory Service

The AAS is a free-to-use service run by the SU which assists students in finding suitable accommodation around Dublin. Visit the AAS website to check out our 'How to Find a Gaff Guide' and 'Digs' portal, with listings exclusively for Trinity students. If you're having any problems with finding accommodation, or with your current tenancy, please do get in touch!

tcdsu.org/accommodation //
accommodation@tcdsu.org

Get involved!

TCDSU run loads of campaigns during the year, focusing on issues that affect our students. We'd love to have you involved in any or all of the work we do! Some of the issues we campaign on are: Fees and Higher Education Funding, Access to Education, Accommodation, Consent, Gender Equality, Mental Health, LGBTQIA+ Rights, Refugee Rights, International Student Support, Student Poverty, as well as any campaigns you'd like to run!

Trinity Ents

Trinity Ents is the entertainment branch of the Students' Union. It exists to provide you with the biggest nights out, the most memorable events, and an overall unforgettable time in Trinity.

Starting in Freshers' Week and continuing through Trinity Ball, right up to the end-of-exam parties, Trinity Ents will be hard at work providing opportunities for you to enjoy a well-deserved break from the grind!

Your TCDSU Officers

The SU is run by students, acting on behalf of all of you. There are 6 full-time SU Officers who work for you and represent you in university and beyond: the President, Education Officer, Welfare and Equality Officer, Communications and Marketing Officer, Oifigeach na Gaeilge, and Ents Officer. TCDSU is also comprised of a number of Part-Time Officers who work in specific areas, from LGBTQIA+ rights to off-campus issues. Each class in Trinity has an elected SU Class Representative, and Schools and Faculties are represented by Conveners.

President – Jenny Maguire

I'm Jenny, your Students' Union President. I lead the SU's campaigns, both in College and beyond. We fight for student rights and better student services. We want to make your college experience as good as it can be – if you ever need anything at all, we're here to help!
president@tcdsu.org

Education Officer – Eoghan Gilroy

Hi! My name is Eoghan and I'm your Education Officer. I'm here for any academic issues you may have – from failing an exam to ensuring the quality of your education. I also organise and train our Class Reps, who are there to make sure your views are heard. If you've any questions at all, please don't hesitate to get in touch by email or by dropping in!
education@tcdsu.org

Welfare and Equality Officer – Hamza Bana

Hi! I'm Hamza and I am your Welfare and Equality Officer. My job is to look after your welfare throughout the College year. You can come to me at any time to talk through problems you're facing. I can also help you with small loans and information about college services (like our on-campus day nursery and health centre). I want you to enjoy your time studying here, and I am here for any issues you're facing – no matter how big or how small.
welfare@tcdsu.org

Communications and Marketing Officer – Beth Strahan

Hi! I'm Beth and I'm the Communications and Marketing Officer. My job is to make sure that you're all kept in the loop with the Students' Union. I'll send you an email every week with information about the campaigns we're running, the services we have, and ongoing events. I also secure deals for all of us with businesses across the city to help make College life more affordable, to allow you to treat yourself from time-to-time, and to help fund our work. If you have any ideas about how your SU can communicate more effectively, please do get in contact with me! And, do check us out on Instagram and X.
communications@tcdsu.org // @tcdsu

Ents Officer – Peadar Walsh

Hey there! I'm Peadar, your Ents Officer! My job is to run Trinity Ents - the official College entertainment body. We design the most creative and memorable events in the College calendar, including the annual Trinity Ball. If you need any help or advice on running an event, or have any suggestions for future Ents activities, fire me an email or call into my office in House 6.
ents@tcdsu.org // @trinityents

Oifigeach Gaeilge – Pádraig Mac Brádaigh

Dia daoibh ar fad! Pádraig Mac Brádaigh is ainm dom agus is mé bhur nOifigeach Gaeilge in AMLCT i mbliana. Is é is cúis le mo ról cearta na nGaeilgeoirí a fheabhsú agus a chosaint sa Choláiste chomh maith leis an teanga a chur chun cinn i gcoitinne. Is eagraíocht dhátheangach é an tAontas, mar sin ná bíodh drogall ar bith oraibh bhur gcuid gnó a dhéanamh linn trí mheán na Gaeilge. Táim tiomanta athrú córasach i leith na Gaeilge a spreagadh sa Choláiste agus cé acu an bhfuil tú dúchasach líofa nó ag foghlaim an chúpla focal, tá fáilte is fiche romhat. Bígí ag faire amach do na feachtais a bheidh ar siúl agam i mbliana agus tagaigí i dteagmháil liom, le bhur dtoil, má tá ceist ar bith agaibh faoin teanga sa Choláiste nó muna bhfuil uaibh ach comhrá agus cupán tae! Tá gluaiseacht na Gaeilge faoi bhláth: bígí páirteach inti!
gaeilge@tcdsu.org

STUDENT LIFE

Clubs – If you are sporty, or thinking of becoming sporty in college, make sure to check out the clubs you can join. They are active, social, and welcoming, so you can keep up your sport, or try something new!

AFC (M/F) (Association Football)	Gaelic Football (M/F)	Rugby (M/F)
Aikido	Golf (M/F)	Sailing
American Football	Handball	Snowsports
Archery	Harriers & Athletics	Squash
Badminton	Hockey (M/F)	Sub-Aqua
Barbell	Hurling	Surfing & Bodyboarding
Basketball	Judo	Swimming & Waterpolo
Boxing	Karate	Table Tennis
Camogie	Kayak & Canoe	Taekwondo
Climbing	Lawn Tennis	Trampoline
Cricket (M/F)	Netball	Ultimate Frisbee
Croquet	Olympic Weightlifting and Powerlifting	Volleyball
Cycling & Triathlon	Orienteering	Wind & Wake
Equestrian	Rifle	Windsurfing, Kitesurfing, and Wakeboarding
Fencing	Rowing (M/F)	

STUDENT LIFE

Societies – There are over 100 student societies in Trinity that cater to almost any hobby or interest you could have. Some are academic (and if your course has a society, it's a good idea to join it), but there are also societies for arts & cultural interests, politics, volunteering, and much more. If you've ever thought about debating or learning to juggle or meeting like-minded students, the societies are where to go.

Student Publications
There are also 2 student-run Trinity newspapers, the University Times and Trinity News.

Afro-Caribbean	Engineering	Joly Geological	Q Soc
Agricultural	Entrepreneurial	Juggling	Quiz Soc
AIESEC	Environmental	Knitting	Russian
Alternative Music	Europa	Korean	Science Fiction
Amnesty	European Law Students	Labour	Sign Language
Animation	Fashion	Laurentian	Singers
Arabesque	Fianna Fail	Law	Sinn Fein
Architectural	Film	Literary	Social Democrats
Biochemical	Fine Gael	Management Science	SOFIA
Biological	Food and Drink	Mathematical	Sociology
Botanical	FLAC	Matures Students	South East Asian
DUBES	French	Meditation	Space
Caledonian	Gender Equality	Metaphysical	Student Managed Fund
Cancer	General Science	Microbiological	S2S
Capoeira	Genetics	Modern Languages	Suas
Card & Bridge	Geographical	MOVE	TEDx
Chapel Choir	Germanic	Music	Theological
Chess	Global Development	Musical Theatre	TradSoc
Chinese	Hiking	Muslim Students	Trinity Arts Festival
Choral	Hispanic	Neuroscience	Trinity Arts Workshop
Christian Union	History	People Before Profit	Trinity Economic Forum
Classical	Horse Racing	Pharmaceutical	Trinity FM
Clinical Therapies	Indian	The Phil	Trinity Orchestra
The Hist	International Students	Photography	Trinity TV
Comedy	Internet	Physics	Vincent De Paul
DUCSS	Investors	Pirate Party	Visual Arts
Cumann Gaelach	Italian	Players	Voluntary Tuition
Dance	Japanese	Politics	Werner Chemical
Digital Arts	Jazz	Pool	Zoological
ENACTUS	Jewish	Psychological	

Go to: trinitysocieties.ie

STUDENT SERVICES

Student Services are here to help you on your journey through College. You probably won't need all of them, but it's important that you know they are there if you do. You'll find out more about all of the Services during Orientation Week and through your first term. Remember that even if you are not on campus all the time, many of these services are offered remotely as well – check out their websites for details.

Administrative & Pastoral Support

Your personal tutor

The Tutorial System is unique to Trinity. You will be assigned a Tutor, who is an academic staff member, at the start of your time in Trinity. They are there to help you navigate your way through College. They care about you, not about your grades.

Make sure to contact your Tutor in your first weeks in Trinity to introduce yourself. Your Tutor may also invite you to an introductory meeting, and you should attend if they do. Find out more about the Tutorial System here: **tcd.ie/Senior_Tutor**

Academic Registry

From application to graduation, the Academic Registry will be involved in your whole College career. You'll meet them first when you pick up your student card from the Orientation Hub in the Exam Hall during Freshers' Week. Make sure to locate the Academic Registry Service Desk in the Watts Building, and you can find out more about their services here: **tcd.ie/academicregistry**

Academic Support

The Library

There are 3 main libraries in college: The former-Berkeley, Lecky, and Ussher (BLU); the Hamilton; and the John Stearne. The BLU houses mostly arts, humanities, and social sciences texts, the Hamilton holds mostly science and engineering materials, and the John Stearne is the medical library. The Library also has a huge amount of electronic resources you will be able to access both on and off campus. **tcd.ie/library/using-library**

Student Learning Development (SLD)
SLD are here to help you with the academic side of things - whether that's with essay writing, referencing, presenting, time management, or developing other skills. **student-learning.tcd.ie**

The disAbility Service
To apply for disAbility Service support, students should complete an Application for Reasonable Accommodations, online, via the 'My Disability Service' tab on their my.tcd.ie student portal. **tcd.ie/disability**

Centre for Language and Communication Studies (CLCS)
Interested in learning new languages? CLCS run free Language and Culture Electives for undergraduate students. Learn more here: **tcd.ie/slscs/undergraduate/clcs-language-modules**

Careers Service
The Careers Service will help you figure out where you want to go next, and how to prepare for it. You should also speak to them if you think you might want to change course. **tcd.ie/careers**

Health & Wellbeing Supports

College Health
We have a full health centre on campus. Students can avail of GP, nurse, and psychiatric services for free, with small charges for some testing and physiotherapy services. **tcd.ie/collegehealth**

Sports
The Sports Centre has a full gym, climbing wall, swimming pool, outdoor tennis courts, and much more. Make sure to activate your membership when you receive your student card. **tcd.ie/Sport**

Student Counselling Services
If you need support for your mental health, the Student Counselling Services are professional counsellors who provide a range of services for students. **tcd.ie/Student_Counselling**

Chaplaincy
The ecumenical chaplaincy service can provide you with spiritual guidance, and a free lunch on Tuesdays in House 27! **tcd.ie/Chaplaincy**

S2S Peer Support
Peer Supporters are fellow students trained to listen non-judgementally to you, should you have a problem you want to talk about. **student2student.tcd.ie/peer-support**

S2S Mentoring
Your S2S Mentor will meet you in Orientation Week, pass on their insider tips and tricks, introduce you to classmates, and then keep in touch throughout the year and invite you to events and socials. **https://student2student.tcd.ie/mentoring**

SUSTAINABILITY

Trinity is proud to be a Green Flag campus and a member of the International Sustainable Campuses Network. We hope that you will get involved in helping us reach our sustainability goals while you are here.

As well as reducing, reusing, and recycling, we'd like to encourage you to follow the guidelines in our Student Sustainability Guide to reduce your footprint, and to get involved in the student and campus environmental and sustainability groups. These groups have pushed for divestment from fossil fuels and to reduce the use of plastic in campus outlets, among other things.

Check out the Trinity Sustainability webpages to see what you can do! **tcd.ie/ sustainability**

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HEALTHY TRINITY

While you're a student here (and long after you leave), we also want you to be healthy. Healthy Trinity promotes lots of different ways for you to be healthier – from being more active and travelling smarter, to eating more healthily and drinking more water.

Make sure to have a look at all of the initiatives on offer to find some easy ways to pick up healthy habits, and check out the Healthy Trinity Online Tool (H-TOT) in the 'Assist' tab on Blackboard to help keep you well!

tcd.ie/collegehealth/promotion

IT SERVICES

Once you have completed online registration at **my.tcd.ie** you will receive an in-tray message in your **my.tcd.ie** portal with your Trinity computer account username and an initial password. The in-tray message will outline the steps for how to set your own password – a step which is important for good IT security, and which you must do before you can access your Trinity email account.

Once you have set your own password, visit the IT Services webpages for new students at **tcd.ie/itservices/students/orientation** for information on how to get started with your Trinity email account, where to find computer rooms, how to connect your device to the Trinity Wi-Fi, accessing useful software for your programme, and how to use other services, such as the printing, scanning and photocopying service.

Further information about IT Services in Trinity are outlined at
tcd.ie/itservices

Getting Connected to the Network

Wi-Fi is available to all students when on campus or in Trinity Hall.

Details of how to access the student network are available online at
tcd.ie/itservices/students/orientation/connecting-to-the-student-wi-fi

For further assistance and support, contact the IT Service Desk:
tcd.ie/itservices/help

MyZone: Your Student Email

You need to check your student email regularly as this is how College will communicate with you while you are a student. However, you keep your @tcd.ie address for life!

1. Browse to **myzone.tcd.ie**

2. Sign in with your Trinity username and password

3. Access your Mail, Calendar, and Drive apps

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TrinityLive app:

Download the Trinity Live app from the App Store or Google Play.

Trinity Live has a digital copy of your student ID, your lecture timetable, and wayfinding maps to locations on campus.

SafeZone app:

SafeZone is an app to help keep you safe on campus. We recommend students install it and familiarise themselves with its functions - including an emergency call feature should you need the immediate assistance of College Security.

Online Learning Tools in Trinity

Blackboard

Blackboard (sometimes called MyModule in Trinity) is a 'Virtual Learning Environment.' This is where your lecturers will put up course notes, assignments, readings, and online lectures and seminars. You'll find out from your course exactly how it will work for you during your Course Orientation Meeting. **tcd.blackboard.com**

Microsoft 365 Apps

You'll have access to Microsoft 365 Apps whilst a registered Trinity student, meaning that you'll be able to use online versions of Word, Excel, PowerPoint, and more. You can also install Microsoft 365 Apps on up to five of your personal devices. **office.tcd.ie**

Online Learning Support in Trinity

Academic Skills for Successful Learning
A useful Blackboard module, developed by Student Learning Development, which will teach you the skills you need for successful university learning. The module offers multimedia and interactive resources to help you develop your self-management and independent learning skills, essay writing, presentating techniques, critical thinking, and much more.

Details on how to enrol in the module are on the Orientation website:
tcd.ie/students/orientation/ learning-online.php

YOUR TCARD

Your student ID card is also known as your TCard. You will receive an email from Academic Registry after you register with details on how to collect your TCard. Your TCard can be topped up and used to pay in campus food outlets, the SU shops.

tcard.tcd.ie

You can use your TCard in:

- The Buttery
- The Dining Hall
- Sports Centre
- The Forum
- The Day Nursery
- 1592 Restaurant
- Students' Union Shops
- Áras an Phiarsaigh Cafe
- St James's Hospital
- The Perch
- Academic Registry
- Tallaght Hospital

DATA PROTECTION

1. What data do we hold?

In the course of performing university functions and associated student services, Trinity processes lots of data about students. Common examples include: names, addresses, student numbers, photographs, mobile telephone numbers, dates of birth, etc. In some cases, Trinity may also receive sensitive personal data about students, such as health or welfare data. For example, our College Health Service, Counselling Services, or disAbility Service may receive health or conviction data in the course of performing their functions.

2. What do we use it for?

Trinity processes and discloses your data to various departments/units within Trinity for the purpose of performing university functions and providing associated facilities and services. For example, we compile and retain the student registration data you give us and we maintain an ongoing record of course selection data, examinations data, attendance data, awards and credits, etc. Student data is shared with Trinity Development and Alumni who manage alumni relations on behalf of Trinity.

We will not normally use your data for any unrelated purpose without your consent. However, in exceptional cases permitted by data protection laws, we may process and disclose data without consent or notice to you, for example if it is required to investigate offences, to prevent injury or damage, or to comply with a legal obligation.

3. Accessing your data

You have a legal right to access your personal data subject to payment of the statutory fee and certain exceptions which are set out at law. To ensure a coordinated and appropriate response to data access requests, all such requests should be made via **Data Access Request Form** and emailed to Trinity's Data Protection Officer alongside proof of identity.

4. Parents/Guardians

As Trinity considers students, even if they are not yet 18, to have the maturity to give consent for the use of their data, in normal circumstances, Trinity will not disclose personal data to the parents, guardians, or other representatives of a student without the student's consent. Trinity's preference is to receive written consent by way of email from the student where possible. Without such consent, Trinity will not release any details regarding students -including details of their registration, attendance, fee payments, etc. However, there may be exceptional circumstances, for example, in the case of potential danger to the health or well-being of a student, or if a representative, such as a solicitor or politician, has written to Trinity making it clear that they are acting on behalf of the student.

5. Further information

The full Data Protection Policy is available at **tcd.ie/dataprotection**

Trinity has appointed a Data Protection Officer who will assist Trinity and its staff in complying with data protection legislation. Specific queries or concerns should be addressed to **dataprotection@tcd.ie**
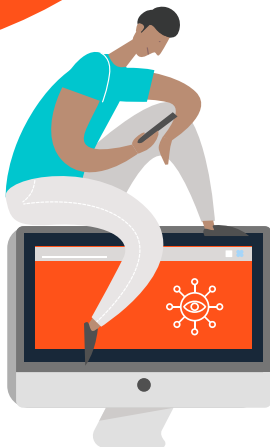
INTERNATIONAL STUDENT SUPPORTS

Trinity is an exciting place, full of opportunities to learn, make friends, and experience new things. While Trinity delivers world-class courses, your time here is not just about your academic development: we also want Trinity to be a place where you can develop socially, responsibly, culturally, and personally. But with so much going on, we know that you might need a helping hand every now and then. We have specific support services for international students.

Trinity Global Room

With a team of full-time staff and part-time 'Global Ambassadors' (who are a mix of Irish and international students), the Global Room is a great first stop for students with questions about navigating Trinity, Dublin, and Ireland. The Global Room hosts social, cultural, and educational events throughout the year, as well as providing a space for students to relax, enjoy their lunch, and make friends. The Global Room is typically open Monday to Friday from 9:30am to 9pm during term time and 9:30am to 5pm outside of term. Find out more at: **tcd.ie/study/international/student-experience**

Trinity Smart Start Programme

This week-long programme is designed to introduce new international students to Irish history, literature, and culture, as well as to help students adjust to life in Trinity and Dublin. The course runs the week prior to Freshers' Week, and details can be found at: **tcd.ie/study/international/pre-sesson-programmes/smart-start.php**

New to Dublin

The Global Ambassadors run this programme at the start of the academic year, aimed at undergraduate students who are new to Dublin. Sessions take place in the Global Room every Monday evening for the first six weeks of after Freshers' Week and cover everything from Dublin grocery shopping and public transport, to making friends and adjusting to the city's culture.

International Student Orientation

During Freshers' Week, we run a series of sessions for international students addressing cultural adjustment as well as practical concerns such as banking, health insurance, and immigration requirements. Find out more a: **tcd.ie/students/orientation**

International Societies and Clubs

Trinity is famous for its diverse society life, and Trinity societies and clubs with international themes include the Chinese Society, the Germanic Society, and the Indian Society. Have a look at the lists on pages 13 and 14 to see the whole range.

Discover Ireland with the International Student Society

The International Student Society aims to enhance connections and collaboration between the Irish students of Trinity and those coming from abroad and now has over 500 members. International Student Society events include social nights, talks and presentations, film screenings, day trips, and weekends away. As mentioned, this is only one of the many international societies on campus.

English for Academic Purposes

Trinity offers both pre-sessional and in-sessional English language programmes for incoming and current students who are non-native speakers of English. Please note that places are limited. Find out more at: **tcd.ie/slscs/english**

Visas and Immigration

If you are joining us as a non-EU/EEA/Swiss/UK student, you will need to register with the Irish Immigration Service Delivery (ISD). Details on how to do this can be found at: **tcd.ie/students/orientation/add-int**

Health Care Provision in Ireland

All EU/EEA/Swiss/UK students can find out more about healthcare provision in Ireland through the Irish Heath Service Executive at: **hse.ie**

All EU/EEA/Swiss students should bring a European Health Insurance Card issued in their country of origin with them to Ireland. UK students should bring a GHIC. Find out more at: **hse.ie/services/schemes-allowances/ehic/visitors-to-ireland**

- Non-EU/EEA/Swiss/UK students are not entitled to free national health services in Ireland and are obliged to take out insurance cover (including cover for hospitalisation) before leaving their home country.

In order to register with the Irish Immigration Service Delivery, as all non-EU/EEA/Swiss/UK students are required to do, you must show proof of health insurance to cover any major medical care necessary during your stay. Please see **tcd.ie/students/orientation/addint** for further details.

DID YOU KNOW?

Upon successful completion of an undergraduate programme at Trinity, students have the possibility to stay in Ireland to work for one year on the Third Level Graduate Programme visa. This allows students to gain unrivalled work experience opportunities in Ireland in a wide range of industries and organisations. While completing their degree, full-time non-EU/EEA/Swiss/UK students are allowed to work for up to 20 hours per week during term time and 40 hours per week outside of term. All students can learn more about their right to work in Ireland at: **workplacerelations.ie/en/what_you_should_know/coming_to_work_in_ireland**

10% OFF
ALL FOOD & DRINKS

when you pay
using your TCard

You can set up your new card, check your
balance and top up online at **tcard.tcd.ie**

CAMPUS LIFE Useful Places

Buildings

Buildings – 6-9 South Leinster Street, 1937 Reading Room, 200 Pearse Street, Anatomy, Áras an Phiarsaigh, Arts, BLU Library, Botany, Business Building, Chapel, Chemistry, Dining Hall, D'Olier Street, Dublin Dental Hospital, Exam Hall, Fitzgerald, Foster Place/College Green, Goldsmith Hall, Graduates Memorial Building, Hamilton, Houses 1-52, ICT Labs, Laundrette, Lloyd Building, Long Room Hub, Loyola Institute, Moyne Institute, Museum Building, Old Library, O'Reilly Institute, Panoz, Parsons, Pav, Printing House, Printing House Square, Provost's House, Regent House, Samuel Beckett Theatre, Science Gallery, Smurfit Institute, SNIAMS, Sports Centre, TBSI, Watts Building.

Food Outlets, Shops, Student Spaces

Food outlets – Dining Hall, the Buttery, The Perch, The Forum, the 1592, Áras an Phiarsaigh Cafe, the Pav

Shops – House 6, Hamilton Building

Student Spaces – 4017 Arts, Hamilton (former Bank of Ireland space), Hamilton (mezzanine), Goldsmith Hall, D'Olier Street (ground floor), TBSI (ground floor)

Gates

(+ Opening times weekdays)
Front Gate 7.00-00.00 (8.00-18.00 on weekends)
Arts Building 7.00-22.30 (8.00/9.30-00.00 at weekends)
Lincoln Place 5.30-00.00
Moyne Institute 8.00-18.00 (weekdays only)
Pearse Street (Sports Centre) 6.30-23.30 (ID card swipe from 22.00)
Printing House Square 7.00-23.30 (ID card swipe from 19.00)
Out of hours access is via Front Gate

Major Lecture Theatres

Arts – (Ed Burke, JM Synge, Jonathan Swift, Máirtín Uí Chadháin, Robert Emmet, Samuel Beckett, Thomas Davis)

D'Olier Street – (0.32, 0.54, 1.10, 2.57)

Goldsmith Hall – (Goldsmith Hall)

Hamilton – (Joly, Maxwell, MacNeill, Salmon, Synge)

Museum – (Museum, M4, M17, M20, M21)

Parsons – (Parsons)

Regent House – (Regent House)

TBSI – (Tercentenary Hall, Stanley Quek)

Lloyd – (LB01, LB04, LB08)

tcd.ie/Maps/facilities.php#rooms

D'OLIER
STREET

COLLEGE STREET

GATE

20 19 18 17 16 15

ATRIUM

DINING
HALL

BOTANY BAY

14

13

12

11

PRINTING
HOUSE SQUARE

ÁRAS AN
PHIARSAIG

CHIEF
STEWARD'S
HOUSE

CHAPEL

30   G.M.B.   28

33   34   35   36

THE NARROWS

7   8   9   10

6

REGENT.

HOUSE

PARLIMENT
SQUARE

CAMPANILE

26

25

24

23

22

LIBRARY
SQUARE

NEW SQUARE

FOSTER
PLACE

FRONT
GATE

COLLEGE GREEN

5

4   3   2   1

PUBLIC
THEATRE

1937
READING
ROOM

OLD LIBRARY

MUSEUM
BUILDING

PROVOST'S
HOUSE

T.L.R.H

D.H.G.

FELLOWS'
SQUARE

BERKELEY
LIBRARY

GRAFTON STREET

ARTS BUILDING

JAMES
USSHER
LIBRARY

ST. PATRICK'S
WELL

GATE

NASSAU STREET

GATE

NASSAU STREET

TRINITY COLLEGE
tcd.ie/maps

PEARSE STREET

204
203
202
201
200
199
S.B.C.

GATE

49 50
194
193
192
191
190
189
188
187

48 51
47 52
38

PEARSE STREET

GATE

CIVIL ENGINEERING

BUSINESS
SCHOOL

NAUGHTON INSTITUTE
&
SPORTS CENTRE

BOTONY

RUGBY GROUNDS

S.N.I.A.M.S

THE LLOYD
INSTITUTE

GOLDSMITH HALL

FITZGERALD
BUILDING

O'REILLY
BUILDING

10
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32

PHYSIOLOGY

TBSI

ROBERTS'
LABORATORY

HAMILTON
BUILDING

ZOOLOGY
BIOCHEMISTRY
ANATOMY

WATTS
INSTITUTE

COLLEGE PARK

CHEMISTRY

WESTLAND ROW

PANOZ
INSTITUTE

PARSON'S
BUILDING

DUBLIN DENTAL
HOSPITAL

SMURFIT
INSTITUTE

MOYNE
INSTITUTE

GATE

ORIEL HOUSE

22
21
20
19
18
1 2 3 4

GATE

LINCON PLACE

LEINSTER STREET SOUTH

7-9 SOUTH
LEINSTER
STREET

29

OTHER IMPORTANT TRINITY LOCATIONS AND HOW TO GET THERE FROM THE MAIN CAMPUS!

St James's Hospital

Red Line Luas: Abbey Street to James's Hospital

Bus 13 or 123: College Green to the Hospital

Or, in the spirit of Healthy Trinity, you can walk it! It's about 40 minutes

N2

N3

M50

BOATHOUSE

IVEAGH GROUNDS

N7

TALLAGHT HOSPITAL

N81

Tallaght Hospital

Red Line Luas: Abbey Street to Tallaght Hospital

Bus 27, 65, 77a: College Green to the Hospital

Santry Sports Ground

🚌 **Bus 16:**
Westmoreland Street to Santry Avenue and walk for 10 minutes

🚌 **Bus 41, 41b, or 41c:**
Abbey Street to Santry Avenue and walk for 10 minutes

M1

SANTRY PLAYING FIELDS

Trinity Hall

🚌 🚶 Some of you will be living in Trinity Hall in Dartry this year. The easiest way to get to Dartry is to take the Green Line Luas to Milltown and walk for 10 minutes, or ride the 140 bus to Palmerstown Park which is right next to Halls.

Finding your way around Dublin can be tricky, so we recommend downloading the **TFI Live app** which allows you to input origin and destination points to find the best route for your journeys; access real-time travel updates; search for timetables and maps; and save your favourite journeys, departures, and timetables.

TRINITY COLLEGE MAIN CAMPUS

ST JAMES'S HOSPITAL

TRINITY HALL

N11

M50

M11

31

CONTACT/SOCIAL MEDIA
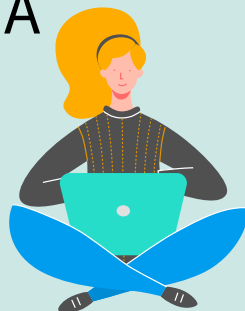
Connect with us to keep up to date!

1. Orientation/Student Life website
Everything you need to know about coming to College and life at Trinity is available on the Orientation and Student Life webpages. Make sure to keep an eye on the Orientation pages over the summer and into September as they are regularly updated with important information to help you get started in College.
tcd.ie/students/orientation
tcd.ie/students

2. Social Media

@trinitycollegedublin

@trinitycollegedublin

@tcddublin

@trinitycollegedublin

@trinitycollegedublin

3. Academic Registry – for all your administration and registration questions and concerns

academic.registry@tcd.ie

@tcd_academicregistry

@TCDAcadRegistry

4. Students' Union

tcdsu.org

@tcdsu

FREQUENTLY ASKED QUESTIONS

Wi-Fi?

Wi-Fi is available on campus and in most Trinity locations, including Trinity Hall. All the instructions on how to get connected, and how to get help, can be found at **tcd.ie/itservices/students/orientation/connecting-to-the-student-wi-fi**

Accommodation?

You can apply to live on campus on the Accommodation Office's website: **tcd.ie/accommodation** Alternatively, you can rent privately. Check out our accommodation resources at **tcd.ie/students/living-dublin** and the Students' Union's Accommodation Advisory Service at **tcdsuaccommodation.org**

Emergency?

Campus Security: (+353) 01 896 1317
Emergency Campus Security Number:
(+353) 01 896 1999
Or, send an alert via the SafeZone App
Pearse Street Garda Station:
(+353) 01 666 9000
National Emergency Number: 112 or 999

Sick?

You can visit the College Health Service for free. Learn more at **tcd.ie/collegehealth**

Food?

You can get hot food in the Dining Hall, the Buttery, and the Pavilion Bar. There are also a number of coffee shops on campus. Find out more at **visittrinity.ie/eat**

Lockers?

You can rent a locker online at **tcard.tcd.ie**. Locker rentals open each September and are allocated on a first-come, first-served basis.

One year's rental costs €20. Lockers are located in buildings across campus, and in off-campus locations - including the Arts Block, Hamilton Building, and the TBSI.

Lockers in the 1937 Reading Room are managed by the Students' Union. To rent one of these lockers ONLY, visit **tcdsu.org/services/postgraduate-services**

Registration?

Information on how to register and pay your fees is on the Academic Registry's website at **tcd.ie/academicregistry/student-registration** You must register in order to receive your student card and your IT login details.

Bank Account?

Bring some photo ID, your student card, and proof of address to any bank to set up a student account. Once you have registered, you can generate a 'Confirmation of Registration' letter from the Academic Registry in your my.tcd.ie portal to serve as both proof of address and your student status if needed.

Transport?

We recommend that all students acquire a Child, Young Adult, or Student Leap Card. You can buy a Child Leap Card if you are aged 18 or younger. If you are 19-25, you can buy a Young Adult Leap Card. Both of these kinds of Leap Cards can be ordered online at **leapcard.ie**. If you are aged 26+, you can apply for a Student Leap Card online at leapcard.ie, however you must either collect your card in person, or complete a remote verification process to confirm your student status. See **tcdsu.org** for more information.

More questions?

These are just a few of the questions new students often ask. There is a comprehensive FAQ as well as lots more useful stuff on the Orientation website: **tcd.ie/students/orientation**

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The University of Dublin

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