

## Registration and Induction arrangements for new CAO students 2010

### Welcome

Welcome to ITT Dublin and thank you for choosing us for your course choice. We look forward to welcoming you to the Institute and hope you enjoy your stay with us.

### Registration packs

All new 1<sup>st</sup> year students who have accepted an offer on one of our CAO courses will receive a registration pack by post from ITT Dublin after the 31<sup>st</sup> August. The pack will set out exactly what must be done to register as a student.

### Registration dates

Registration and Induction will take place starting on Friday 3<sup>rd</sup> September 2010 and will continue in the week beginning Monday 6<sup>th</sup> September 2010. You must register in person on the specific date for your course **as indicated in your letter**. On that day you will be officially registered, get your photograph taken for your student identity card and go on an organised tour around the building. A free lunch will also be provided.

**See registration schedule below** for details of specific course arrangements.

Please, also note, that you may be required to attend the Institute between the date of your registration and Monday 13<sup>th</sup> September 2010 when all teaching commences. Details of class arrangements/workshops/start dates will be provided to you at registration.

For further information on registration, you can phone 01 4042 172 or 01 4042 117.

### Registration Fees for 2010/2011

First time applicants having accepted a place via the CAO for the Academic year 2010/11 will receive an invoice from the Institute to enable them to pay the registration fee of **€1,500**. This fee covers registration, examinations and student services and can be paid online or through any bank.

Please ensure that either of the following is carried out prior to your day of registration.

- Non Grant-holders are required to pay the full Registration Fee, which must be paid in full before classes commence on Monday 13<sup>th</sup> September.
- Grant holders/Grant applicants are required to produce a letter of confirmation from their VEC / Local Authority that they are in receipt of a grant or have applied for a grant when they register at the Institute.

This year we have introduced an alternative payment method and developed a new online payments facility to allow students to pay their fees online. Student fees due for this year and fees outstanding, if any, from previous years can now be paid online using either credit, debit or laser cards. Proceed to the following web address to make your payment [www.payittdublin.ie](http://www.payittdublin.ie). We would encourage students to avail of this facility.

Failure to complete either of the above will delay your registration and restrict access to services such as photocopying, library, email and IT facilities. It may also incur an additional late registration fee.

For further information re fees, please contact us at the following telephone numbers: (01) 4042 131, or 4042 171. Contact your local VEC / local authority for grant information. See also [www.studentfinance.ie](http://www.studentfinance.ie)

**A new Campus Crèche will open on Monday 13<sup>th</sup> September 2010. Full time students are eligible to apply for places and financial support will be provided for approved applicants. Further details are available from Sinead/Una, Fledglings Early Years Education and Care, Phone no. 085 8015073 or email [fledglingsITT@gmail.com](mailto:fledglingsITT@gmail.com)**

# 1<sup>st</sup> Year Registration and Induction Timetable 2010

<i>Date &amp; Time</i>	<i>Course:</i>	<i>Level</i>	<i>Room:</i>
<i>Friday 3<sup>rd</sup> Sept. 11.00am</i>	TA021 European Studies TA022 Creative Digital Media  TA025 Social Care Practice	8 (HD) 8 (HD)  8 (HD)	029 029  025
<i>Monday 6<sup>th</sup> Sept. 10.00am</i>	TA203 Mechanical TA213 Mechanical TA215 Energy & Environ Eng TA202 Electro-Mechanical TA222 Mechanical Engineering  TA201 Electronic Engineering TA216 Electronic Engineering TA221 Electronic Engineering	6 (HC) 7 (OD) 7 (OD) 6 (HC) 8 (HD)  6 (HC) 7 (OD) 8 (HD)	029 029 029 029 029  025 025 025
<i>Tuesday 7<sup>th</sup> Sept. 10.00am</i>	TA321 Pharmaceutical Science TA301 Science TA314 Pharmaceutical Science TA315 DNA and Forensic Science TA316 Sports Science & Health TA326 DNA & Forensic Science  TA302 Computing TA312 Computing TA313 IT Management TA323 IT Management TA322 Computing	8 (HD) 6 (HC) 7 (OD) 7 (OD) 7 (OD) 8 (HD)  6 (HC) 7 (OD) 7 (OD) 8 (HD) 8 (HD)	029 029 029 029 029 029  025 025 025 025 025
<i>Wednesday 8<sup>th</sup> Sept. 10.00am</i>	TA103 Marketing Management TA114 Marketing TA123 Marketing Mgt TA023 Advertising & Mkt Communications  TA101 Accounting TA111 Business Accounting TA121 Accounting TA124 Financial Services & Investment Analysis	6 (HC) 7 (OD) 8 (HD) 8 (HD)  6 (HC) 7 (OD) 8 (HD) 8 (HD)	029 029 029 029  025 025 025 025
<i>Thursday 9<sup>th</sup> Sept. 10.00am</i>	TA102 Business Administration TA113 Business Management TA122 Management  TA026 Int Hospitality & Tour Mgt TA015 Int Hospitality & Tour Mgt TA006 Culinary Arts	6 (HC) 7 (OD) 8 (HD)  8 (HD) 7(OD) 6 (HC)	025 025 025  029 029 029
<i>Friday 10<sup>th</sup> September 10.00am</i>	Erasmus Students		029

**HC** – HIGHER CERTIFICATE

**HD** – HONOURS DEGREE

**OD** – ORDINARY DEGREE