Trinity College Dublin, the University of Dublin is a university with a global reputation, committed to the highest excellence in all academic endeavours. The ‘Trinity Experience’ is a chance in a lifetime for academic and personal development. Our inspiring professors are dedicated teachers in their fields, and global leaders in research and scholarship. Trinity also has many diverse societies and clubs, which contribute much to the life and fabric of the university and its diverse community.

As a student you feel a great sense of history, of walking in the footsteps of famous graduates, many of whom have shaped the history of Ireland and the wider world. I hope you will join us to study here in September and I look forward to welcoming you to Trinity for an exciting new journey that will open your mind to new experiences, ways of thinking and friendships, many of which will last a lifetime.

Dr Patrick Prendergast,
Provost
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 your joining the Trinity community.

This welcome pack will help you navigate the journey from accepting your offer to joining us during orientation, and give you a taste of what you can expect during that high-energy, informative week.

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 Kevin O’Kelly,
Dean of Students
CHECKLIST

Before you arrive

1. Accept your offer
2. Go to orientation website
3. Check your course page for important information on the website
4. Apply for accommodation
5. Log on to my.tcd.ie
6. Register online
7. Print your registration confirmation
8. Activate your email account
9. Download the MyDay app
10. Follow Trinity’s social media #TCDFreshers

When you get here

1. Attend your scheduled orientation events, tours and collect your ID card
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 SU
7. Locate the shops, cafes and dining areas on campus
8. Connect your devices to the student wifi
9. Sign up for a Library workshop
10. Join a club or society
11. Top up your TCard and your print account
12. Secure a locker, if you need one
13. Find out where to get support
ACADEMIC YEAR STRUCTURE/KEY DATES

- 3 September 2018: Freshers’ Week
- 10 September: Teaching Starts
- 21 October: Reading week
- 30 November: Teaching finishes
- 10 December: Winter Exams start
- 15 December: Winter Exams finish
- 21 January 2019: Teaching Starts
- 6 April: Reading week
- 12 April: Teaching finishes
- 22 April: Summer Exams start
- 27 April: Summer Exams finish
- 26 April: Trinity Week
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 e-mail address you gave during the application process inviting you to log in to the website to register. Please check your e-mail 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 on 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. 03FEB1995

Students who have previously accessed the my.tcd.ie website should continue to access it using your current username and password as this has not 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 on-line course registration, you should click on the tab and proceed.

You must complete all 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 www.tcd.ie/academicregistry

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:** This involves the transfer of funds direct to the Trinity College Dublin accounts. This 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 deadline.

Bank account details for EFT payments are available on the Academic Registry website and in your my.tcd.ie portal.
Pay to Study (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. Pay to Study allows you to make your international payments free of charge, while receiving competitive foreign exchange rates. Where Pay to Study 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. Pay to Study 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 on your portal once you have completed the registration process stating you are now a fully registered student. You can then receive a student card and avail of all student services we have to offer.

You can collect your TCD student card in person from the Public Theatre in Front Square. A schedule of collection times will be available on the Academic Registry website.
ORIENTATION

To help you settle in to Trinity, orientation week runs from 3rd to 7th September 2018. This week includes information talks, tours, social events and a welcome from the Provost.

Your timetable

Your personalised orientation timetable is available on my.tcd.ie.

Step 1
Log in to my.tcd.ie using the details sent out to you by the Academic Registry during the summer.

Step 2
Select ‘My Timetable’ from the left menu.
Step 3
Select ‘View My Orientation Timetable’.

Step 4
If you selected ‘View My Own Student Timetable’, you can filter it by week to just see your orientation events.

Click ‘Options’ and select Week 2 on the left of the calendar. Orientation takes place in week 2 of the Academic Calendar, just one of many Trinity quirks you’ll learn over the next number of years!
You will see a number of events on your orientation timetable. Orientation events are mandatory for students, unless stated otherwise.

The codes are set up as follows:

**OR 1 3 22**

**OR:** Orientation

**1:** First year

**3:** Type of session (this is the key piece of information for you)

**22:** Your course

**OR1000:** Provost’s Welcome – Please attend on Monday 3rd if your surname begins with A-L, or on Wednesday 5th if it is M-Z.

**OR11xx:** General Sessions – these sessions will cover student supports and services, how we do things at Trinity and key information to survive your first couple of weeks (where to go, eat, drink, how to manage your money, and, of course, how to study). You must attend both sessions as they cover different things.

**OR12xx:** Course Orientation – this session is given by your school to take you through the academic expectations of the year. You’ll get a chance to meet some of your lecturers, and find out what kind of classes you’ll be taking and how you will be assessed.

**OR13xx:** S2S Mentor tour – your S2S mentor is a really important person in your first year. They are older students in your course who will meet you to take you on a campus tour, and show you around the Library and Sports Centre, as well as answer all the questions you have about being a student in Trinity.

**OR10xx:** Optional lunchtime talks

You may have more events than these on your timetable, and if you do they are specific to your course. These are also compulsory. Remember you can get the title of any timetable event by hovering over it with your mouse!

These are just the official Trinity events during Freshers’ Week, don’t forget the Students’ Union (SU) also run a number of nights out to help you meet other Freshers and Clubs and Societies have a very busy week of events too. Join their Facebook groups for details!
ORIENTATION

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 registered and to start your course.

Click on ‘Important Course Information’ and check the list to see if your course is listed. If it isn’t, then go ahead and explore the rest of the site, you already have everything you’ll need to register.

If it is listed, that means that you may need to get health screenings, Garda vetting, or submit module choice forms before you register. All of the information you’ll need to complete these will be on the orientation website. 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.

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.

TRINITY IN TWELVE WEEKS

Each week has a theme, from getting involved in College to looking after your mental health, and has 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!

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, students with disabilities and TAP/HEAR/DARE students, there is also important information for you about additional orientation events (you’ll find it in the left navigation) so make sure to read it.
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 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.

Have a fantastic year, and we hope to see you around!

Students Union Front Office
Opening Hours
Mon-Weds: 9.30-17.00,
Thurs: 9.30-19.45,
Fri: 9.30-17.00,
Sat: 11.00-14.30
frontoffice@tcdsu.org // 01 646 8436

Accommodation Advisory Service
The AAS is a free-to-use service run by the SU which assists students in finding suitable accommodation around Dublin. Our drop-in service runs throughout August and September, and again in January, but we work all year round to help students with their accommodation issues
tcdsu.org/accommodation // accommodation@tcdsu.org // 01 646 8431
Get involved!

TCDSU run lots of campaigns throughout the year around issues which affect students’ lives. We need you involved to make these campaigns and all the work we do as successful as possible! This year we’ll be campaigning on Higher Education Funding, Accommodation, Consent, Access to Education, Migrant and Refugee Rights, Gender Equality, Student Poverty, LGBTQ+ Campaigns, and much more. It’s your Union, and you decide what we campaign on, so get involved!

Trinity Ents

Trinity Ents is here to make your time in Trinity as enjoyable and unforgettable as possible. The entertainment section of the Union will make sure you have the biggest and best nights out, and the most memorable events from Freshers’ Week right through Trinity Ball and end of exam parties! Trinity Ents will always make sure you can escape the library for some well-deserved relaxation.

Your TCDSU Officers

The SU is run by students, acting on behalf of all of you to make sure you’re represented all over college. There are 5 full-time SU Officers: the President, Education Officer, Welfare Officer, Communications Officer, and Ents Officer. There is also a number of part-time Officers working in specific areas, from disability rights and LGBT rights, to Gaeilge and the Environment. Your class will also have an elected SU Class Representative, and each school and faculty has Conveners representing them too.
SU President – Shane De Rís
Hey, I’m Shane, your Students’ Union President. I manage the SU campaigns and make sure we’re working for you day-in and day-out. I represent you both inside college and outside, making sure your voice is heard at all times. We’re here to make your experience of college as good as possible, if you ever need anything, let us know!

Education Officer – Aimee Connolly
Hi! I’m Aimee and I’m your Education Officer. My job is to help you with any academic related issues that you may have, whether it be related to exams, assignments, wanting to transfer course and so on! I will be able to assist you with queries related to the Trinity Education Project to ensure you are getting the most out of your time in college. I also manage and train our Reps and I represent students on college committees, so if you ever need anything – no matter how big or small – don’t hesitate in popping into my office, dropping me an email or giving me a call!

Welfare Officer – James Cunningham
Hey! My name is James and I’m your SU welfare officer. I’m here to help you with any problems that you might have throughout the year. Whether it’s helping with finances, pointing you in the right direction for other college services, or just being someone you can to rant to – I’m always here to help as much as I can! I also organise our amazing awareness campaigns such as Mental Health Week, so please get involved in those as well. Please never hesitate to get in touch, no issue is too big or too small.

Communications Officer – Paraic McLean
Heya! I’m Paraic and I’m your Communications and Marketing officer. I’m the person that is in charge of keeping you in the loop! I’ll be sending you our weekly email telling you about campaigns we are running, events we are holding, and the services we provide as a union. On top of the weekly email you can find this all on social media such as Facebook, Twitter, and Instagram. I am also the person who secures deals for you so that you can get the most benefit out of your Students’ Union. If you have any idea about how we can communicate more effectively just pop me a message!

Ents Officer – David Flood
Howdy. I’m David and I’m your Entertainment Officer. I run Trinity Ents, the official college entertainment body, which is there to make sure that you get the most memorable events of the college year! Events from Freshers Week to Trinity Ball and everything in between is organised by Trinity Ents. If you have any questions or need some help running events, feel free to send message or come on into House 6.
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!

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<tr>
<th>AFC (M/F)</th>
<th>Football (M/F)</th>
<th>Sailing</th>
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<td>Aikido</td>
<td>Gaelic Football (M/F)</td>
<td>Snowsports</td>
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<td>American Football</td>
<td>Golf (M/F)</td>
<td>Squash</td>
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<td>Badminton</td>
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<td>Basketball</td>
<td>Harriers &amp; Athletics</td>
<td>Surfing &amp; Bodyboarding</td>
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<td>Boat (M/F)</td>
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<td>Climbing</td>
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<td>Cricket (M/F)</td>
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<td>Croquet</td>
<td>Lawn Tennis</td>
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<td>Cycling</td>
<td>Netball</td>
<td>Volleyball</td>
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<td>Equestrian</td>
<td>Orienteering</td>
<td>Windsurfing</td>
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<tr>
<td>Fencing</td>
<td>Rifle</td>
<td>Go to tcd.ie/Sport/student-sport/clubs/</td>
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THE FRESHERS’ FAIR!

When you come in through Front Gate for the first time during Orientation week, you will walk straight into the Freshers’ Fair.

Student Clubs and Societies set up stands in Front Square, where they will try to entice you to join them with activities, events and free stuff!

Clubs and societies can be the best ways to make new friends in college so you should join a few that you are interested in (but don’t go too overboard in the first week, you can always join later in the year too – we don’t want you to spend your food budget on joining fees!)
There are over 100 student societies that cater to almost any hobby or interest you could have in Trinity. Some are academic (and if your course has a society, it’s a good idea to join it) but there are societies for arts & culture, politics, volunteering, and many more. If you’ve ever thought about debating or learning to juggle or meeting like-minded students, the societies are where to go.

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<th>Afro-Caribbean</th>
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<td>Agricultural</td>
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<td>Alternative Music</td>
<td>Europa</td>
<td>Korean</td>
<td>Science Fiction</td>
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<td>Amnesty</td>
<td>European Law Students</td>
<td>Labour</td>
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<td>Animation</td>
<td>Fashion</td>
<td>Laurentian</td>
<td>Singers</td>
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<td>Arabesque</td>
<td>Fianna Fail</td>
<td>Law</td>
<td>Sinn Fein</td>
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<td>Architectural</td>
<td>Film</td>
<td>Literary</td>
<td>Social Democrats</td>
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<td>Biochemical</td>
<td>Fine Gael</td>
<td>Management Science</td>
<td>SOFIA</td>
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<td>Biological</td>
<td>Food and Drink</td>
<td>Mathematical</td>
<td>Sociology</td>
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<td>Botanical</td>
<td>FLAC</td>
<td>Matures Students</td>
<td>South East Asian</td>
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<td>DUBES</td>
<td>French</td>
<td>Meditation</td>
<td>Space</td>
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<td>Caledonian</td>
<td>Gender Equality</td>
<td>Metaphysical</td>
<td>Student Managed Fund</td>
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<td>Cancer</td>
<td>General Science</td>
<td>Microbiological</td>
<td>S2S</td>
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<td>Capoeira</td>
<td>Genetics</td>
<td>Modern Languages</td>
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<td>Card &amp; Bridge</td>
<td>Geographical</td>
<td>MOVE</td>
<td>TEDx</td>
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<td>Chapel Choir</td>
<td>Germanic</td>
<td>Music</td>
<td>Theological</td>
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<td>Chess</td>
<td>Global Development</td>
<td>Musical Theatre</td>
<td>TradSoc</td>
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<td>Chinese</td>
<td>Hiking</td>
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<td>Trinity Arts Festival</td>
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<td>History</td>
<td>People Before Profit</td>
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<td>Horse Racing</td>
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<td>International Students</td>
<td>Photography</td>
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<td>Comedy</td>
<td>Internet</td>
<td>Physics</td>
<td>Vincent De Paul</td>
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<td>DUCSS</td>
<td>Investors</td>
<td>Pirate Party</td>
<td>Visual Arts</td>
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<td>Cumann Gaelach</td>
<td>Italian</td>
<td>Players</td>
<td>Voluntary Tuition</td>
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<td>Dance</td>
<td>Japanese</td>
<td>Politics</td>
<td>Werner Chemical</td>
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<td>Digital Arts</td>
<td>Jazz</td>
<td>Pool</td>
<td>Zoological</td>
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<td>ENACTUS</td>
<td>Jewish</td>
<td>Psychological</td>
<td>Student Publications</td>
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There are also 2 student-run Trinity newspapers, the University Times and Trinity News.

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.

Administrative & Pastoral Support

Your personal tutor
The tutor 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 and 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 meet them and get to know them a bit. Find out more about the Tutor system here: tcd.ie/Senior_Tutor/

Academic Support

The Library
There are 3 main libraries in college: The Berkeley, Lecky & Ussher (BLU), the Hamilton and the John Stearne. The BLU houses mostly arts, humanities & social science texts, the Hamilton houses mostly science & engineering 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 essay writing, referencing, presentation skills, time management or many more. student-learning.tcd.ie/

The Disability Service
If you have a disability make sure to register with the Disability Service as soon as possible so that any necessary accommodations can be made for you tcd.ie/disability/

Centre for Language and Communication Studies (CLCS)
Interested in learning new languages? CLCS run free language classes for students, sign up here: tcd.ie/slscs/undergraduate/clcs-language-modules/

Careers Advisory Service (CAS)
CAS will help you figure out where you want to go next, and help you 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 including doctors, nurses, a physiotherapist and a psychiatrist on campus which is free for students. 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! 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, take you on tours of the campus, introduce you to classmates, and then keep in touch through the year and invite you to events and socials. student2student.tcd.ie/peer-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 the campus reach its sustainability goals while you are here.

As well as reducing, reusing and recycling, we’d like to encourage you to follow the guidelines in the Student Sustainability Guide to reduce your footprint, and to get involved in the student and campus Green groups. These groups have pushed for divestment of Fossil Fuels and to reduce plastic in campus outlets, among other things.

Check out the Green Pages to see what you can do!

tcd.ie/provost/sustainability/

HEALTHY TRINITY

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

tcd.ie/collegehealth/promotion/
Mentoring: how it works

NOT SURE WHERE TO START WHEN YOU COME TO TRINITY?
Lots of people feel that way - that's why we have the S2S Mentoring programme.

YOUR FIRST MENTOR MEET-UP IS PART OF YOUR ORIENTATION TIMETABLE
Make sure you attend so you can meet your mentors and get to know your group members.

FAQ?
Answer any questions you have.
Introduce you to classmates.
Mentors are fellow students who will give you tours.

Then they'll stay in touch by email.
Invite you to events and socials.
And share all the tips and tricks they've learned since arriving here themselves.

Trinity College Dublin
Colaiste na Trionóide, Baile Átha Cliath
The University of Dublin

http://student2student@tcd.ie
student2student@tcd.ie
01 896 2438

Helping you on your own path to success!
The IT Services department is responsible for the provision and support of computer systems, networking, and audio-visual and media services in Trinity College.

Once you have completed online registration for Trinity at my.tcd.ie you will receive an intray message with your Trinity computer account username and an initial password. The intray 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 then you should visit the IT Services web pages for new students at www.tcd.ie/itservices/students/ for information on how to get started with your Trinity email account, where to find the computer rooms, how to connect your device to the Trinity Wi-Fi or wired network in residences, and how to use other services such as the printing, scanning and photocopying service.

Further information about the IT services in Trinity are outlined at www.tcd.ie/itservices/

Getting Connected to the Network
The TCDconnect Wi-Fi and wired service is available to all students.

Details of how to access this network are available online at www.tcd.ie/itservices/network/tcdconnect.php

For further assistance and support, contact the IT Service Desk www.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

MyDay App:
Download the MyDay App from the App Store or Google Play

This will give you access to your timetable (including your orientation timetable), your email, library account, printer account and many other useful services.

You will need your Trinity username and password to login so you will have to be registered to use it.

myday.tcd.ie

Trinity ID app:
Download the Trinity ID app from the App Store or Google Play.

If you ever forget your student card, this will give you access into the Library or the Sports Centre.

mydigitalid.tcd.ie
Printing:
You need to top up your print account through at tcdprint.ie or at one of the Datapac kiosks in the Library and Computer rooms. This is not the same as topping up your TCard! Your print balance is separate to your TCard balance. Once you have set up your account, you can also enable ‘Print Anywhere’ to print from your phone or tablet.

tcdprint.ie
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 Service 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 exercising its statutory 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 except where we are required to do so by law e.g. for reporting to the Higher Education Authority. 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 certain exceptions which are set out at law. To ensure a coordinated and appropriate response to data access requests, all such requests should be directed to Trinity’s Data Protection Officer, they should clearly and distinctly identify the specific personal data being requested.

4. Parents/Guardians
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 data protection policy is available at https://www.tcd.ie/info_compliance/data-protection/policy/.

A privacy notice describing the processing of student data will be provided to students at registration.

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

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.
Zón Mac Léinn

Zón Mac Léinn are student spaces for any students to hang out in. You’ll find them in:

- **Arts** 4017
- **Hamilton** Mezzanine
- **Goldsmith Hall**
- **D’Olier Street**
- **TBSI**

**USEFUL PLACES**

### Major Lecture Theatres

**Arts** (Ed Burke, Jonathan Swift, Robert Emmet, Máirtín Uí Chadháin, Thomas Davis, Ernest Walton)

**Hamilton** (Joly, Synge, Maxwell, MacNeil, Salmon)

**Parsons** (Parsons)

**Museum** (Museum, M4, M17, M20, M21)

**TBSI** (Tercentenary Hall, Stanley Quek)

**Lloyd** (LB01, LB04, LB08)

[tcdd.ie/Maps/facilities.php#rooms](http://tcdd.ie/Maps/facilities.php#rooms)

### Gates

(+ Opening times weekdays)

- **Front Gate** 7.00 – 00.00
  (18.00 on weekends)

- **Arts Building** 8.00 – 22.30
  (00.00 at weekends)

- **Lincoln Place** 7.00 – 00.00

- **Pearse Street** 8.00 – 10.00
  & 16.00 – 18.30

- **Moyne Institute** (8.00 – 18.00)

- **Pearse Street** (Sports Centre) 6.45 – 23.30
  (ID card swipe from 20.00)

### Food outlets

Dining Hall, the Buttery, Arts Café, Westland Eats, the 1592, Science Gallery, Áras an Phiarsaigh, the Pav, the JCR (Junior Common Room)

- **Shops** – House 6, Hamilton Building
- **ATMs** – Dining Hall, Hamilton (outside Band of Ireland branch)
Other important Trinity locations and how to get there from the main campus!

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

**Tallaght Hospital**
Red Line Luas: Abbey Street to Tallaght Hospital

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

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

**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

Finding your way around Dublin can be tricky, so bookmark [hittheroad.ie](http://hittheroad.ie) which will give you all possible public transport routes from one place to another in the city!
Connect with us to keep up to date

1. Orientation/Student Life website
   Everything you need to know about coming to Trinity and life in Trinity is available on the Orientation and Student Life web pages. Make sure to keep an eye on the Orientation pages as they are updated with important information for you.
   tcd.ie/students/orientation
   tcd.ie/students

2. Facebook, Twitter, Instagram, Snapchat – #TCDFreshers
   - trinitycollegedublin
   - tcddublin
   - trinitycollegedublin
   - trinitycollegedublin

3. Academic Registry – for all your questions and concerns about registering
   - Academic.registry@tcd.ie
   - TCDAcademicRegistry
   - TCDAcadRegistry

4. Students’ Union – make sure to like their Facebook page so you can join their group for new Freshers
   - www.tcdsu.org/
   - TCDSU
   - tcdsu
FREQUENTLY ASKED QUESTIONS

Wifi?
Information on connecting your devices (laptops, phones and tablets) is available from IT Services at tcd.ie/itservices/students/

Bank Account?
There is a Bank of Ireland branch on campus in the Hamilton Building. Bring some photo ID & proof of address. You can get a letter from the Academic Registry as proof of address if you don’t have any yet.

Sick?
You can go to see the College Health Service for free if you are a registered full-time student.

Transport?
You can pick up a Student Travelcard for discounted public transport fares (& discounts in shops!) from the Students’ Union in House 6.

Lockers?
Lockers are available from the first week of term. You will be able to apply online with your TCard for a locker. It costs €20 for the year and details will be on the orientation website at tcd.ie/students/orientation.

Food?
You can get hot food in the Dining Hall, the Buttery, the Pavilion Bar and the JCR (Junior Common Room). There are also a number of coffee shops on campus. More info on tcd.ie/catering/StaffandStudentOutlets.

Accommodation?
You can apply to live in Trinity Hall on the Accommodation Office’s website: tcd.ie/accommodation/StudentsandStaff/Students/ApplyforaRoom. Alternatively, you can rent privately, get in touch with the Students’ Union for help: accommodation.tcdsu.org.

Registration?
Information on how to register and pay your fees is on the Academic Registry’s website at tcd.ie/academicregistry. You must register to receive your student card.

Emergency?
Campus Security: 01 896 1317
Emergency number: 01 896 1999
Garda Station: 01 666 9000
National emergency number: 112

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