

Dear Student,

Welcome to the new academic year.

Before you recommence your studies you must complete Enrolment and Registration using the online Registration Wizard. The Wizard will be available to returning students from 10 September and students can log into their QSIS accounts by opening up their web browser and going to <https://qsis.qub.ac.uk>

- Further information can be found at:

www.qub.ac.uk/home/WelcomeandRegistration/AccessingtheRegistrationWizard/

this webpage will be updated closer to 10 September with more detailed information on accessing and using the Wizard.

Students will automatically be enrolled for compulsory modules and the Registration Wizard will guide you through the rest of the process and will include online help on how to complete the various stages.

If you have any difficulty accessing or using the Wizard, Enrolment and Registration can be completed at the University in person, The attached timetable contains details of the time and date allocated to your programme, during this time students can also contact the Academic Registry staff on 028 90 384470 for help and guidance. Please note the Helpline will only be available to students on the times indicated on the Registration and Enrolment timetable.

Please note that you must be in good academic standing and have been approved to move to the next year of study, otherwise the Wizard will not be available to you.

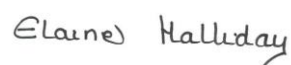
Once you have fully completed your registration using the Wizard no further action is needed.

You must complete Enrolment and Registration using the Registration Wizard before teaching starts.

Your student card will be reactivated on first use after you complete the Wizard. If you have lost your card, please go to the Academic Registry office to get a replacement (The fee for the replacement card will be £10).

Students should also note that classes commence on Monday 28th September 2009.

Yours Sincerely



Elaine Halliday
Manager Academic Registry