

Online Module Registration - Courses with All Compulsory Modules (i.e. No electives)

Go to the **Student Administration Portal** website: www.si.ul.ie

You will be prompted for your **Student ID** and **PIN**:



Log-in to Student Administration Portal

This page is the Student Administration Portal log-in screen. Please use the form below to supply your log-in details and click the 'log-in' button to access the system.

Portal Log-in	
Please enter your username and password here: <small>Students Please Note: You can use your computer account to log in</small>	
ID/Username:	<input type="text" value="1234567"/>
PIN/Password:	<input type="password" value="****"/>
<input type="button" value="Log in >>"/>	
The forgotten password link is only available for students.	
Forgot your password?	

Enter your ID number in the **ID/User-name** field

Enter your PIN in the **Pin/Password** field*

* If you cannot remember your PIN you can request a new PIN by sending an email containing your ID number to pinreset@mic.ul.ie

Click on the **Log-in** button

You will be prompted to enter your Date of Birth in the format DDMMYY:



Security Questions

Answer the Questions displayed and then click on the "Go" button.

Questions	
Answer the questions below.	
Date of Birth	<input type="text" value="*****"/> Please enter your date of birth in the format DDMMYY.
<input type="button" value="Go >>"/>	

Click **Go>>**

Once you have successfully logged in to the portal, click on the **My Course Information** page, the following screen will appear:

My Course Information

My Course Information

Complete Online Module Registration:
All students on Taught Programmes must complete Online Module Registration during Week 1 of the Autumn and Spring Semesters

View Modules that you are Registered for in the Current Semester

Access Class and Exam Timetables

Download Student Status Forms: Leave of Absence, Exit, Link-in etc.

Module Registration
Click here to complete your module registration **New**

My Course Information
View Class Timetables
View Exam Timetables
View Current Modules

Student Status Forms

Click on the link in the **Module Registration** panel that says **Click here to complete your module registration**.

If the course/year you are currently studying does not require you to make any choices (i.e. all modules are compulsory), online module registration consists of two steps:

1. 'Entering' your modules
2. Confirming your modules

1st year BA ECCE is used in the following example.

The first screen that appears will list all the modules you are required to take.

Student Details

Student Name
Programme Bachelor of Arts Primary Level Education (MIC)
Route Early Childhood Care and Education
Mode of Attendance Undergraduate full-time

Module Selections
Selected a total of 5 module(s) which total 30 credit(s)

Year	Period	Status	Rank	Module	Occ	Level	Credits	Name
2017/8	SEM1	C		ECE100	A	1	6.00	PROFESSIONAL DEVELOPMENT 1
2017/8	SEM1	C	01	ECE101	A	1	6.00	FOUNDATION STUDIES IN EARLY CHILDHOOD CARE AND EDUCATION
2017/8	SEM1	C	02	ECE102	A	1	6.00	CHILD, FAMILY AND COMMUNITY 1
2017/8	SEM1	C	03	ECE103	A	1	6.00	LANGUAGE DEVELOPMENT IN THE EARLY YEARS
2017/8	SEM1	C		ECE104	A	1	6.00	THE ROLE OF PLAY IN DEVELOPMENT

Enter Selections

Click the **Enter Selections** button to proceed to the next screen.

The next screen that appears will prompt you to confirm your modules:

Student Details

Student

Name

Programme Bachelor of Arts Primary Level Education (MIC)

Route Early Childhood Care and Education

Mode of Attendance Undergraduate full-time

Module Selections

Selected a total of 5 module(s) which total 30 credit(s)

Year	Period	Status	Rank	Module	Occ	Level	Credits	Name
2017/8	SEM1	C		ECE100	A	1	6.00	PROFESSIONAL DEVELOPMENT 1
2017/8	SEM1	C	01	ECE101	A	1	6.00	FOUNDATION STUDIES IN EARLY CHILDHOOD CARE AND EDUCATION
2017/8	SEM1	C	02	ECE102	A	1	6.00	CHILD, FAMILY AND COMMUNITY 1
2017/8	SEM1	C	03	ECE103	A	1	6.00	LANGUAGE DEVELOPMENT IN THE EARLY YEARS
2017/8	SEM1	C		ECE104	A	1	6.00	THE ROLE OF PLAY IN DEVELOPMENT

[Confirm Selections](#)

Click the **Confirm Selections** button to complete your module registration.

The final screen that appears will indicate your confirmed modules:

Confirmed Modules - thank you for successfully completing module registration.

Year	Period	Status	Rank	Module	Occ	Level	Credits	Name
2017/8	SEM1	C		ECE100	A	1	6.00	PROFESSIONAL DEVELOPMENT 1
2017/8	SEM1	C	01	ECE101	A	1	6.00	FOUNDATION STUDIES IN EARLY CHILDHOOD CARE AND EDUCATION
2017/8	SEM1	C	02	ECE102	A	1	6.00	CHILD, FAMILY AND COMMUNITY 1
2017/8	SEM1	C	03	ECE103	A	1	6.00	LANGUAGE DEVELOPMENT IN THE EARLY YEARS
2017/8	SEM1	C		ECE104	A	1	6.00	THE ROLE OF PLAY IN DEVELOPMENT

“Confirmed modules” indicates that you have completed online module registration.

You can now log out of the portal by clicking on the “Logout” link on the top right hand corner of the screen.

If you encounter an error or problem while completing online registration please email pinreset@mic.ul.ie stating your name and ID number, and a brief description of the problem