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From: **UCD Admissions Office** <noreply@ucd.ie>

Date: Tue, 10 May 2023

Subject: Change in application numbering system

To:



Change in application numbering system

May 10th 2023

UCD REGISTRY

Change in application numbering system

To: *Heads of Schools, Senior College Administrators/College Office, School Administrators, Graduate School Managers, Programme Managers, College Office Directors, Admissions Tutors, Marketing Managers, College Finance Managers, UCD Global*

Dear Sir/Madam,

Arising from the implementation of new systems (including the accommodation management system, and the upcoming CRM system implementation), a need has emerged to assign a Connect ID to direct applicants earlier than is currently the case. This is to enable single sign-on to these new systems which will also enhance security.

in practical terms this will mean that applicants are assigned a number in the same format as a standard student number, instead of an applicant number beginning with 'A', as soon as they create an account. This will be their Connect ID and will also become their UCD student number if and when they accept an offer of a place.

Registry has been working with IT Services to carry out testing in order to ensure that our systems continue to work as expected. On go live, all active applicants will have their 'A' number replaced with a number in the new format - this will be communicated to them before the changeover takes place.

While we do not yet have an exact date for go-live, we hope to complete the transition to the new numbering system in late May/early June.

Please feel free to contact me directly if you have questions on any of the above.

Regards,
Martin

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