

TU DUBLIN CONSERVATOIRE

PART TIME & CONTINUING EDUCATION PROGRAMME

MUSICIANSHIP ENROLMENT PROCEDURE

- Musicianship class enrolment is on a first come, first served basis.
- Students cannot attend a musicianship class without first formally enrolling on-line for such class
- Students, once enrolled onto their chosen class, cannot transfer to another class without first emailing registrations.conservatoire@tudublin.ie to request this.
- Students seeking an exemption (subject to criteria) from musicianship in an academic session must first complete and submit an online Musicianship Exemption Request Form. Once the request for an exemption has been approved by the Musicianship Co-Ordinator, the exemption will be applied to the student record.
- Please allow at least 10 minutes between the practical lesson and Musicianship class.
 - Students registered on the Early Years Programmes do not enrol for musicianship classes.

How to choose a musicianship class

1. You will need your Student ID number and Self-Service Pin to log into the link below. This is contained in your invitation to register.
2. Click the link here to access the online portal: <https://studentapps.dit.ie/music>
3. Choose the class you wish to attend

If you have any queries on the above please contact the Conservatoire Student Admin Team by Email: registrations.conservatoire@tudublin.ie

MUSICIANSHIP CLASS ON-LINE ENROLMENT SAMPLE PROCESS:

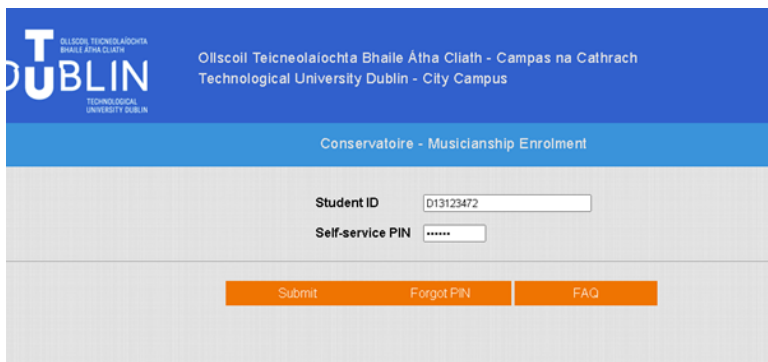
MUSICIANSHIP ENROLMENT IS ON A FIRST COME, FIRST SERVED BASIS.

STEP 1.

Log on to <https://studentapps.dit.ie/music> or type into internet browser

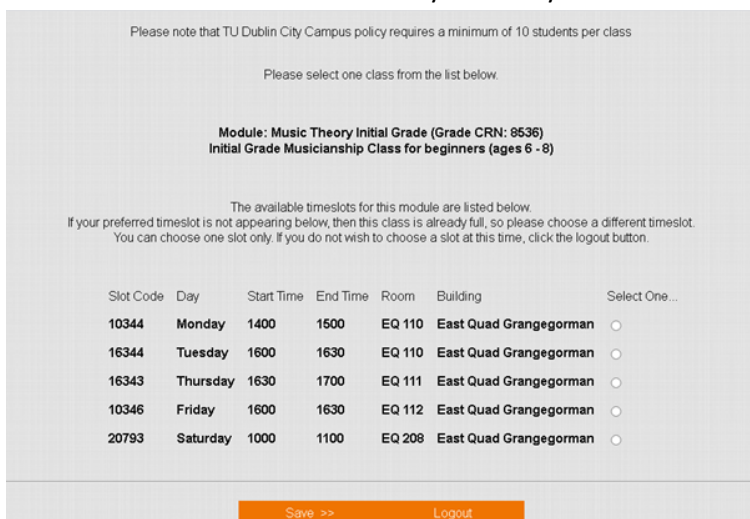
STEP 2:

At the first screen enter the Student ID number and Self Service Pin and submit (Student ID and Self-Service Pin is noted on the *Invitation to Register email*. Remember if you changed your password when using the facility register and pay tuition fees please remember to insert the changed password when enrolling for your musicianship class).



STEP 3:

At the second screen select one class and save. If your preferred time slot is not appearing on the screen then this time slot is already full and you must choose an alternative time slot.

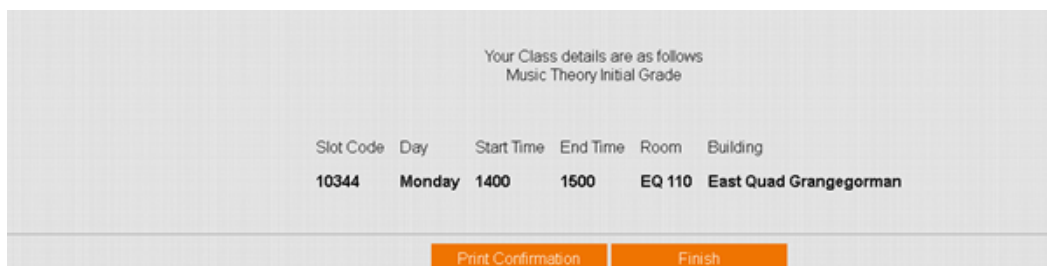


Slot Code	Day	Start Time	End Time	Room	Building	Select One...
10344	Monday	1400	1500	EQ 110	East Quad Grangegorman	<input type="radio"/>
16344	Tuesday	1600	1630	EQ 110	East Quad Grangegorman	<input type="radio"/>
16343	Thursday	1630	1700	EQ 111	East Quad Grangegorman	<input type="radio"/>
10346	Friday	1600	1630	EQ 112	East Quad Grangegorman	<input type="radio"/>
20793	Saturday	1000	1100	EQ 208	East Quad Grangegorman	<input type="radio"/>

(Please note: The above time slots are sample slots; not as per issued timetable. Refer to the issued timetable for information on the choice of classes for each grade.)

STEP 4:

Once you have saved your choice of class you will receive the following confirmation message.



Slot Code	Day	Start Time	End Time	Room	Building
10344	Monday	1400	1500	EQ 110	East Quad Grangegorman

You have now successfully enrolled for your musicianship class for the academic session