

REGISTRATION & MUSICIANSHIP ENROLMENT GUIDE

TU Dublin Conservatoire – Academic Year 2026/27



Please read this guide carefully and follow the steps to complete your registration and Musicianship enrolment. If you are attending Musicianship, you will need to select the class you wish to join. This is not necessary for your instrumental or vocal tuition. The fee for your practical lessons has already been applied to your account.

1. Log in to Student Self Service

Go to the TU Dublin Student Self Service portal:
<https://ssb.tudublin.ie/StudentSelfService>

You can only access this portal after you have been issued with your invitation to register via email.

Log in using your student email (e.g. D12365478@mytudublin.ie) and your password.

Once logged in, you will see a notification. Click on the “View Action Items” button.

Student Self Service

**You have Action Items**
You have 5 items that need to be completed.

[View Action Items](#)

2. Complete your Action Items

a) Confirm Your Contact Details

Click on “Confirm Your Contact Details”. Ensure all details are correct and click “SAVE”.

Repeat this step for the remaining action items:

- Confirm Emergency Contact Details
- Confirm Your Address Details

Action Item Processing

Confirm Your Contact Details

Confirm Emergency Contact Details

Confirm Your Address Details

Confirm Programme of Study

Confirm Module Selection

Pay Fees & Complete Enrolment

Confirm Your Contact Details

Personal Details

Name

John Student

Date of Birth

01/01/2000

Email

D12345678@mytudublin.ie

Phone

01 220 0000

[SAVE](#)

3. Confirm Programme of Study

Click on “Confirm Programme of Study”. Ensure it shows:

Conservatoire Part-time Music (TU6253)

Select the round button that says:

“I confirm that the programme information above is correct” and click “Confirm”.

(Note: The year (Y1, Y2, Y6, etc.) relates to your musicianship code; no action is required here, just for your reference.)

Action Item Processing

Confirm Your Contact Details

Confirm Emergency Contact Details

Confirm Your Address Details

Confirm Programme of Study

Confirm Module Selection

Pay Fees & Complete Enrolment

Confirm Programme of Study

Programme Details

Programme

Conservatoire Part-time Music (TU6253)

Year

Y1

Attendance Mode

Part-time

☐ I confirm that the programme information above is correct.

[Confirm](#)

4. Register for your Musicianship class

Click on “Confirm Module Selection”, then click “Register Now”.

This will open a new tab or screen.

Action Item Processing

Confirm Your Contact Details

Confirm Emergency Contact Details

Confirm Your Address Details

Confirm Programme of Study

Confirm Module Selection

Pay Fees & Complete Enrolment

Confirm Module Selection

You have not registered for any modules.

[Register Now](#)

5. Select the 2026/27 academic term

Select the term “Sept-Dec Academic Term 2026/27” and the programme

“TU6253 Conservatoire: Music Part-time”.

Click “Continue” to proceed.

Select Term and Programme

Term

Sept-Dec Academic Term 2026/27

Programme

TU6253 Conservatoire: Music Part-time

[Continue](#)

6. Choose your Musicianship class

Click on tab “Enter CRNs”.

Choose your preferred day from the 2026/27 Musicianship Timetable:

<https://www.tudublin.ie/media/website/explore/schools/conservatoire/documents/Musicianship-Timetable-2026-27.pdf>

Enter the CRN number into the CRN box.

Click “Add to Summary” then click “Submit” to save your selection.

Note: you can only select one class.

Find Classes

Enter CRNs

Plans

Schedule and Options

Enter Course Reference Numbers (CRNs) to Register

Term: Sept-Dec Academic Term 2026/27

Programme: TU6253 Conservatoire: Music Part-time

CRN

12345

[Add to Summary](#)

Summary (1 class)

CRN

12345

Musicianship J1-M

Musicianship J1-M - Monday 16:15 - 17:00

[Submit](#)