

Your record

what you need to know

Your Student Record

Access it easily from any computer connected to the internet. Go to the Students Page and just click on 'Student Record' under Quick Links.



IMPORTANT

It is your responsibility to ensure the information on your record is correct at all times.

Access it frequently, **particularly when you are asked.**

Check it to make sure the information is correct. Update it simply by completing the online form.

- personal details
- study scheme and modules
- contact details – home and term addresses

Use it to get quick access to

- examination marks

Use the intranet to

- register for next session

It is only from this page that you will receive your exam results

Where to go for Help

The Academic Office in Old College can answer most questions:

- In person - Office hours:
Mon–Fri **9am–1pm, 2–5pm** (4pm on Fri)
- Email: ugfstaff@aber.ac.uk
- Tel: **(01970) 622787/628515**
- <http://www.aber.ac.uk/academicoffice/Undergraduate/index.html>

Our Contact with You

We will keep in touch with you during the session on a range of issues relating to your studies, by

- email from

ugfstaff@aber.ac.uk

Don't ignore these – they are important

Remember you MUST keep us informed of any changes to your record!

If you don't we'll never know

and that's when things can go WRONG!