

Access to computers and IT systems

Once you complete online registration, an email will be sent to your personal email account inviting you to activate your account. You must complete the online account activation process before you can access any of the university computer resources.

Have you had problems completing the online registration process?

Please contact datamanagement@cumbria.ac.uk for assistance.

Have you had a problem with your IT Account activation?

Please contact the IT Service Desk for help: my.cumbria.ac.uk/servicedesk

Student Enquiry Point

The Student Enquiry Point is here to get you to the right student support you need for your studies including Academic Skills, Money, Disability and Library.

step.cumbria.ac.uk

Additional help, information and support:

hub.cumbria.ac.uk	Central access to all university systems and services. Search your app store for “student hub cumbria”.
my.cumbria.ac.uk/library	Library opening hours, library locations, borrowing and returning books, requesting books and using OneSearch
my.cumbria.ac.uk/it	IT services, facilities & support
my.cumbria.ac.uk/skills	academic skills
my.cumbria.ac.uk/homestudy	IT, library and support services for all students who are studying remotely or attending sessions online
my.cumbria.ac.uk/subjects	resources for your subject
my.cumbria.ac.uk/lil	Linkedin Learning
my.cumbria.ac.uk/	careers, wellbeing, chaplaincy, disability, student handbook programme administration and more...
my.cumbria.ac.uk/moneyadvice	money advice
my.cumbria.ac.uk/need2talk	mental health and wellbeing
my.cumbria.ac.uk/distancelearner	distance learners e.g. apprenticeship and School Direct
my.cumbria.ac.uk/charter	Student Charter Academic Regulations Student Policies and Procedures Programme Administration

The Students' Union

The UCSU is a community of learners, encouraging excellence, and supporting, enabling and celebrating achievement. Representing and supporting you to achieve your ambitions.

www.ucsu.me



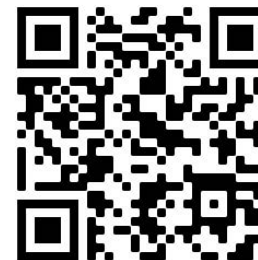
MyList

What is MyList?

MyList is a checklist of what to do in your first few weeks to help make your transition into university life as easy as possible

You will find that, as you attend your online and face-to-face welcome activities, you'll be able to tick many items off the list while all other information, documents and guidance are available to you at

my.cumbria.ac.uk/mylist.



University of
Cumbria

Professional Checks – Health, Teacher Training and some Sports students only	✓
Complete Disclosure & Barring Service Checks (DBS)	
Complete Medical Clearances	
Money & Finance	✓
Check your Student Finance and Loans are in place	
Pay your student fees where applicable	
Check out how our Money Advice Service can help you	
Have you got a TV Licence?	
IT Services & Systems – are you connected?	✓
Check that your IT Account has been activated	
Visit the Student Hub and download the Student Hub App	
Check your Student Email Account & access FREE Microsoft Office software	
Access ICON – The Student Record and check your personal and course details	
Download your Welcome Week and Course timetables	
Activate your LinkedIn Learning Account and download the App	
Rules & Regulations	✓
View and familiarise yourself with your Student Handbook	
View Academic Regulations document	
View regulation documents for your Student Accommodation	
View Professional Standards/Code of Conduct documents	
International Students	✓
Attend virtual registration and view Induction Portfolio	
Open a bank account	
Read your International Student Guide	

The **MyList** page on the university website contains brief descriptions of all of the items on this list and links directly to everything you need to do: my.cumbria.ac.uk/mylist

Do you still have a query?

Ask a question using the Student Enquiry Point: step.cumbria.ac.uk

Registration and Welcome Week activities	✓
Complete online registration and view Induction Portfolio	
Collect Cumbria Card – to be distributed by course tutors	
Attend your course induction sessions and activities	
Health & Safety and Wellbeing	✓
Register with a doctor and dentist	
Keep yourself well and healthy – check out online guidance	
Complete Health and Safety induction(s) for accommodation and/or course	
Keep safe – view Personal Safety guides	
Check out our sports facilities, classes and student membership	
Library and Study Skills	✓
Visit your campus library and see the services available to you	
Check out your library PIN and how to operate self-issue machines	
Check out your course and module reading lists	
Visit skills@cumbria for online study support resources	
Check out our range of academic skills services	
Explore LinkedIn Learning courses and Digital Capabilities Pathways	
Here to Help	✓
Visit my.cumbria.ac.uk and see the range of support available	
Make sure you declare your disability and/or mental health condition and contact the Disability Team and/or Mental Health and Wellbeing service	
Check out Useful Contacts	
Understand the sickness and absence rules for your course (and the attendance rules for Tier 4 status (non-EU) students)	
My Network	✓
Connect with Your University Facebook pages and Twitter feeds	
Check out what your Students' Union can offer you	
Check out the University's Chaplaincy services available to you	