New UK/EU Students
Enrolment Guide

Registration weeks 20-24 May 2019

What to do before your registration appointment

1. Accept your offer- see Accept Your Offer guide

2. Fees & Finance
Student Finance Students : email your SFE entitlement letter to: registration@cric.anglia.ac.uk
Self funding students: Fully pay your semesters tuition fees.
If you have chosen CRIC accommodation, ensure those fees are also paid.

3. Book your registration day appointment
You will be emailed a link to book your registration day appointment.
Please prepare your Original Documents* see below .

4. Upload your ID photo for your student card
You will be sent an email with your login details to complete online registration and upload your ID photo for your student card on e-vision.

What to do on your registration appointment day

Your registration can take 2 - 3 hours as you will need to complete the following steps:

1. * Original Document checks
Bring the following:
- **Passport** and/or **EU National ID / Birth Certificate**   (Questions email: registration@cric.anglia.ac.uk)
- **Proof of UK term time address** - Your accommodation contract, utility bill, or a UK bank statement with your full name & address on it issued within the last three months. Alternatively, if you are living with family or a friend you need to provide a letter from the person you are living with confirming your full name and how long you are staying with them, as well as their proof of address in the UK.
- **Student Finance entitlement letter** or any correspondence with a Customer Reference Number

2.   eVision & Axis Registration checks

3.   Finance Checks

4.   Collect your student card

Timetable released

You will receive an email when your timetable is released on your student portal Axis.
This can take up to 48 hours after you have fully completed Original Document checks and Finance checks.

IF YOU HAVE ANY QUESTIONS CONTACT:
Registration question: registration@cric.anglia.ac.uk
Academic question: academic@cric.anglia.ac.uk