For the first three weeks of the semester, **Monday 6 - Friday 24 January 2020**, these services can be found in the following locations:

**Infohub** will operate its normal service from the High Street office: Monday-Friday, 9am-5pm. **Please note on 10th January infohub will open at 10am.**

**IT, MyTimetable, MyCurriculum & Registry Support** will be available from St Mary’s Room B28: Monday-Friday, 10am-4pm. **My Curriculum support will also be available via web chat, email and telephone.**

**Infohub**
91 High Street, Aberdeen
Monday - Friday, 9am-5pm

Email: infohub@abdn.ac.uk
Telephone: 01224 273040

**MyCurriculum:**
www.abdn.ac.uk/MyCurriculum
Telephone: 01224 272727

**MyTimetable & IT Services:**
Email: servicedesk@abdn.ac.uk
www.abdn.ac.uk/it/student
**Infohub**

The Infohub team are available from their office on 91 High Street (Monday - Friday from 9am to 5pm). Please note that Friday 10th January Infohub will open at 10am.

They are a one stop shop for any enquiry. The team can provide proof of student status letters, bank letters, council tax exemption forms, student record cards, help you make a payment, provide guidance on Personal Tutors and give general information and advice.

**ID Card Collection**

If you stay in University Accommodation, your card will be ready to collect when you check in. For students studying at Forresterhill, your cards will be with your School office. Otherwise you can collect your ID Card from the Infohub.

Make sure you've submitted a passport style photograph using abdn.ac.uk/photoupload.

**Finance**

Finance staff are available to set up payment plans for University accommodation and tuition fees, and provide guidance on any general enquiries pertaining to meeting University charges.

**Self-Service PCs**

Use these PCs to complete Online Registration and log on to MyCurriculum to make your course choices. You can also access MyTimetable and MyAberdeen from the same PCs.

---

**St. Mary’s**

**Registry Officers**

The Registry Officers can provide support to students applying for readmission, making changes to your degree as well as providing information on course and degree requirements.

**MyCurriculum Team**

Speak to the MyCurriculum team if you need help with accessing or using MyCurriculum. You can also get MyCurriculum help by using the online chat service or by calling 01224 272727. These services operate from 10am to 4pm each day, Monday - Friday, but have longer operating hours during peak times. See the yellow banner at the top of the MyCurriculum screen for up to date operating hours.

**IT Services & MyTimetable**

Speak to the IT Services team if you're struggling to connect to Wi-Fi, or need help accessing your IT account or emails. The team can also assist with any MyTimetable enquiries. You can also submit a request using their online service by emailing servicedesk@abdn.ac.uk.