

St Mary's University College

ACADEMIC REGISTRY OFFICE – HOURS OF OPENING

To enable the processing of admission decisions, Academic Registry staff will not be directly available for enquiries until Wednesday 20th August 2025 10.30am. Applicants are encouraged to check the College website for information relating to admissions.

www.smucb.ac.uk

If you wish to discuss course options or have urgent queries, a helpline is available from Thursday, 14th August (028 90268320) – 9.00 a.m. to 5.00 p.m.

Academic Registry Staff – Contact arrangements (028 90268320)

<u>Date</u>	<u>Opening arrangements</u>
Thursday 14 th August	No direct access to Academic Registry
Friday 15 th August	No direct access to Academic Registry
Monday 18 th August	No direct access to Academic Registry
Tuesday 19 th August	No direct access to Academic Registry
Wednesday 20 th August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Thursday 21 st August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Friday 22 nd August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Monday 25 th August	Closed – Bank Holiday
Tuesday 26 th August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Wednesday 27 th August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Thursday 28 th August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm
Friday 29 th August	Telephone calls only. 10.30am – 12.30pm Telephone calls only. 2.00pm – 4.00pm

Normal opening hours apply from Monday, 1st September between 9.00 a.m. and 5.00 p.m.