

Room Cancellation Request

Step 1.

- Login to the Residences Portal at residences.ucd.ie

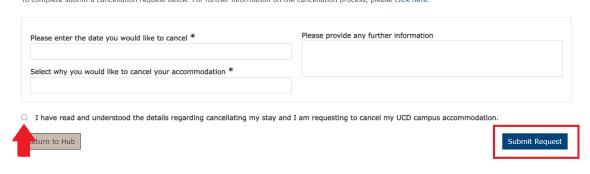
STUDENT ID	2023-24		
IAME	Your Application	Fr	STATUS: Please use the following options to submit a request
	Your Offer		Accommodation Cancellation Request
MAIL ADDRESS	Your Room	*	Request a Room Transfer
logout 원			Overnight Visitor Request
			Report a Welfare Concern
			Maintenance Request
			Review submitted requests

Step 2.

- Click on "Your Room"
- Choose "Accommodation Cancellation Request"

Accommodation Cancellation Request

If you wish to cancel your accommodation, on-campus within the license to reside period you are required (in accordance with current Reisdence Tenancy Board Legislation) to give a 28-day notice to end your stay in UCD residences. To complete submit a cancellation request below. For further information on the cancellation process, please click here.



Step 3.

- Enter the date you would like to cancel your room on
- Enter the reason you are cancelling your accommodation
- Tick the box confirming that you understand the process and click "Submit Request"