



Room Transfer Request

Step 1.

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

Step 2.

- Click on “Your Room”
- Choose “Request a Room Transfer”

Request a Room Transfer

Please note all transfer requests are subject to availability and cannot be guaranteed.

Applications are considered according to individual circumstances and availability.

Current room type: **Apartment - Ensuite**

Current room location: **Ashfield House 1, Apt 6, Room 6 - Ashfield - Belfield Campus - University College Dublin**

Step 3.

- Complete the necessary fields
- Tick the box confirming that you understand the process and click “Submit Request”