

UCD Residences Booking Information

2021/22

See below step-by-step demonstration of what a student sees when they log into SISWeb and navigate to the Residences page (*Campus > UCD Residences > My UCD Residences Applications*) to make a room booking:

Step 1 | Student clicks “Apply”:


My UCD Residences Applications

You are viewing this screen as [redacted] would see it. [Change](#)

Application for January 2022 to May 2022

Eligibility	Status
Single Semester EU Exchange Student	New / Incomplete

[Apply](#)



Step 2 | Student chooses available residence village:

Choose a Residence

Period: 10 Jan 2022 to 18 May 2022

Available Residences

Residence	Availability	
Belfield Campus		
Belgrove	23	Choose
UCD Village Block D - Halls	21	Choose

Step 3 | Student chooses room from availability within chosen residence village:


Choose Your Room

Period: 10 Jan 2022 to 18 May 2022



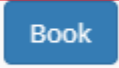
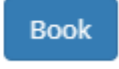
Residence: Belgrove

Available Rooms

Only Apartments/Halls with an available room are listed.

Rooms with facilities suitable for wheelchair users are marked .



Private Room		Status	
Belgrove House 32 - Apartment 2			
 Ground Floor. Includes Bathroom 1, Bathroom 2, Hallway, Kitchen, Living Room			
Bedroom 1	Available		
Bedroom 2	Available		
Bedroom 3	Available		
Bedroom 4	Occupied by Male Postgraduate		

Step 4 | Student reviews booking terms & conditions including residence fee breakdown (licence, utilities, insurance, deposit):

Review Charges & Terms

Your Chosen Room

Period: 10 January 2022 to 18 May 2022

Residence: Belgrove House 32

Room: Apartment 2 Bedroom 1

[Cancel This Choice & Start Again](#)

Your booking is not yet confirmed!

Your chosen room will be held for you temporarily (up to 30 minutes) while you review and agree to the Charges and Terms & Conditions and, if applicable, pay the Booking Deposit.

Total Charges for this Room

Charge	Amount (€)	Note
Licence Charge	4,256.81	Payable in monthly instalments in advance of each month of stay
Utility Charge	224.68	Payable in monthly instalments in advance of each month of stay
Insurance Charge	35.00	Payable before check-in
Booking Deposit	992.19	Deposit Pre-paid Online The full deposit amount is equivalent to a single month instalment of the Licence Charge and is refundable at end of stay less deductible items per the terms of the Licence to Reside
Total	5,508.68	

Agree Terms & Conditions

By clicking the button below, you acknowledge that you agree to the following statement. This will complete and confirm your room booking.

I have read and agree to the terms and conditions of the [Licence to Reside](#), and all policies and procedures relating to UCD Residences and I agree to pay the charges due as per the instalment schedule displayed in my account in SISweb including any instalments due before the first occupancy date applicable to this room booking.

[I Agree, Confirm My Room Booking](#)

Step 5 | Student confirms room booking and proceeds to payment screen:

Total Charges for this Room

Charge	Amount (€)	Note
Licence Charge	4,256.81	Payable in monthly instalments in advance of each month of stay
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