



## How to Book UCD Campus Accommodation for 2022/23

1. Follow [this link](#) to the login page.
2. Enter your Applicant/Student ID number and password, and click **Log in**.



### Welcome to SISWeb

#### If you have a UCD Connect Account

All users with a UCD Connect account must use Single Sign On by selecting the "Log in with UCD Connect" button.

[Log in with UCD Connect](#) [Forgot UCD Connect Password](#)

#### Don't have a UCD Connect Account?

Connect Username / Student ID

Password

[Log in](#) [Forgot Password](#)

For help and support, contact us online at the [Student Desk Connector](#) or by phone on +353 1 716 1555 or visit the Student Desk in the Tierney Building ([click here for Opening Hours](#))

3. In the **My UCD Residences Applications** screen you will see your available application. Click **Apply** to proceed.



### My UCD Residences Applications

#### Application for September 2022 to May 2023

Eligibility	Status
Non-EU Undergraduate	New / Incomplete

[Apply](#)





#### 4. Choose a residence.



### Choose a Residence

Period: 01 Sep 2022 to 20 May 2023

Available Residences

Residence	Availability		
Belfield Campus			
Ashfield	75	3	Choose
Belgrove	36	0	Choose
Glenomena	54	0	Choose
Merville	101	0	Choose
Roebuck Hall	48	1	Choose
UCD Village Block D - Gold	41	0	Choose
UCD Village Block D - Platinum	17	1	Choose

#### 5. Choose a room.



### Choose Your Room

Period: 01 Sep 2022 to 20 May 2023

Residence: Ashfield

Available Rooms

Only Apartments/Halls with an available room are listed.

Rooms with facilities suitable for wheelchair users are marked

Private Room	Status	
Ashfield House 1 - Apartment 1		
Ground Floor. Includes Hallway, Kitchen, Living/Dining Room		
Bedroom 1	Available	Book
Bedroom 2	Available	Book
Bedroom 3	Available	Book
Bedroom 4	Available	Book
Bedroom 5	Available	Book
Bedroom 6	Reserved	



6. Review the charges and terms, and click **I Agree, Confirm My Room Booking**.

### Review Charges & Terms

#### Your Chosen Room

**Period:** 1 September 2022 to 20 May 2023  
**Residence:** Ashfield House 1  
**Room:** Apartment 1 Bedroom 1  
[SITE ADJACENT ?](#)

[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	8,858.61	Payable in monthly instalments in advance of each month of stay
Utility Charge	493.03	Payable in monthly instalments in advance of each month of stay
Insurance Charge	35.00	Payable before check-in
Booking Deposit	720.00	<b>Payable now (next screen).</b> 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 <a href="#">Licence to Reside</a>
<b>Total</b>	<b>10,106.64</b>	

#### Agree Terms & Conditions

By clicking the button below, you acknowledge that you agree to the following statement. You will then proceed to pay the Booking Deposit amount by debit/credit card which will complete 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](#)

7. Pay the booking deposit to secure the booking.

### Secure Payment

#### UCD Residences Payment

Pay deposit for Ashfield House 1 Apartment 1 Bedroom 1

**Amount** € 720.00

[Pay by Credit/Debit Card](#)

You can proceed immediately with this payment by entering your Credit/Debit Card details.

If you encounter a problem or wish to change your payment account details, [click here](#) to reset the payment process and try again.

UCD's secure online payment service is provided by [globalpayments](#).

#### Payment Details

University College Dublin  
An Coláiste Ollscoile, Baile Átha Cliath

Card Number VISA MASTERCARD

Card Number

Expiry

MM/YY

Security Code

Security Code ?

Cardholder Name

Cardholder Name

[PAY NOW](#)

256-bit SSL encrypted Security processed by Global Payments



8. Click **Complete Booking**.

### Secure Payment

#### UCD Residences Payment

Pay deposit for Ashfield House 1 Apartment 1 Bedroom 1

**Amount** € 720.00

UCD's secure online payment service is provided by [globalpayments](#).

#### Payment Status

<b>Payment Reference:</b>	2191254
<b>Date:</b>	12 Apr 2022, 12:18
<b>Method:</b>	Credit/Debit Card
<b>Amount:</b>	720.00
<b>Currency:</b>	EUR
<b>Status:</b>	<b>✔ Paid</b>

Thank you, your payment has been made successfully to UCD.  
Residences booking deposit payment completed. Please click on Complete Booking below to confirm that your chosen room has been assigned to you.

[Print/Save](#) [Complete Booking](#)

### Room Assignment Outcome

**Room Booking Complete**

Ashfield Ashfield House 1 Apartment 1 Bedroom 1 has been assigned [redacted] from 1 Sep 2022 to 20 May 2023.  
[This booking is confirmed.](#)

A confirmation email has been sent to [redacted]

[Return](#)