

## 2023/24 Student Deposit Payment Guide

Please see the below guide on how to pay the €735 booking deposit to confirm your room booking.

## Step 1

Access the deposit payment portal via this link:

https://hub.ucd.ie/usis/W HU MENU.P PUBLISH?p tag=RESDEPOSIT-GLOBAL

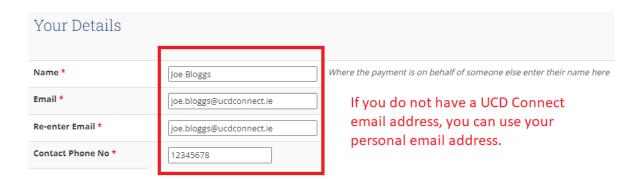
## Step 2

Enter your student ID in the Reference box. If you do not yet have a student ID, please enter your applicant ID. It is **crucial** that you enter this information correctly for our records. See below screenshot.

Online Payme	nt Centre
	* indicates a required findicates a required
Event/Activity reference *  Amount *	Residential deposit 23/24 - Int'l UG
Reference	23456789 OR A12345678

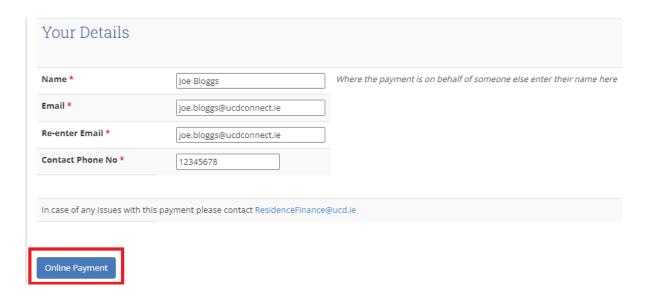
Step 3

Enter your personal information. Ideally we would like you to enter your UCD Connect email address here, however if you do not yet have a UCD Connect email address, a personal email address is fine. Please note that all fields are mandatory. See below screenshot.





Step 4
Click on "Online Payment" to proceed to the payment screen. See below screenshot.



Step 5
Enter your payment details and click "Pay Now" to pay the booking deposit and secure your room booking. See below screenshot.

