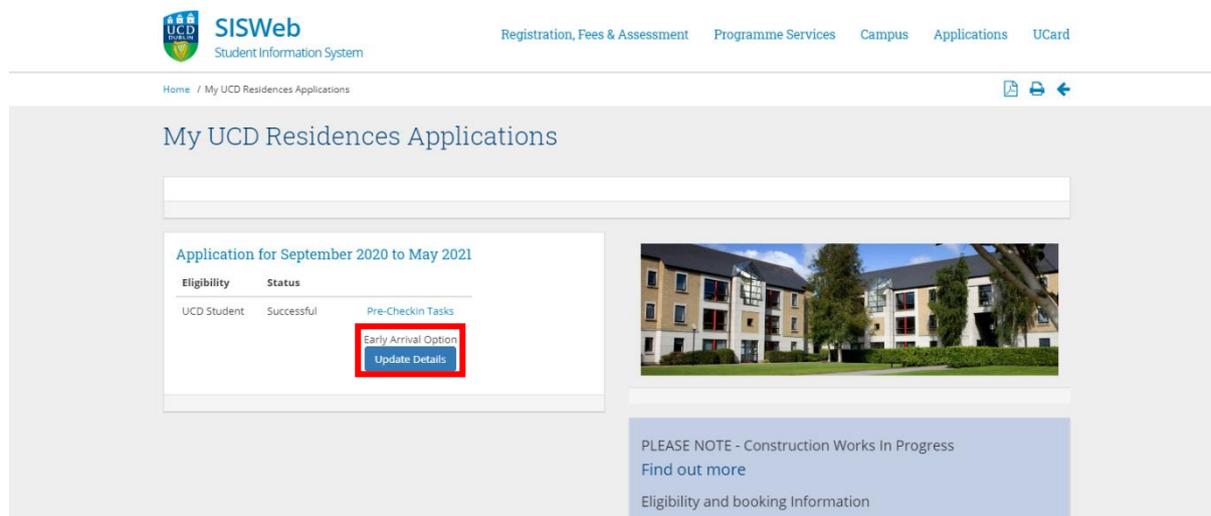


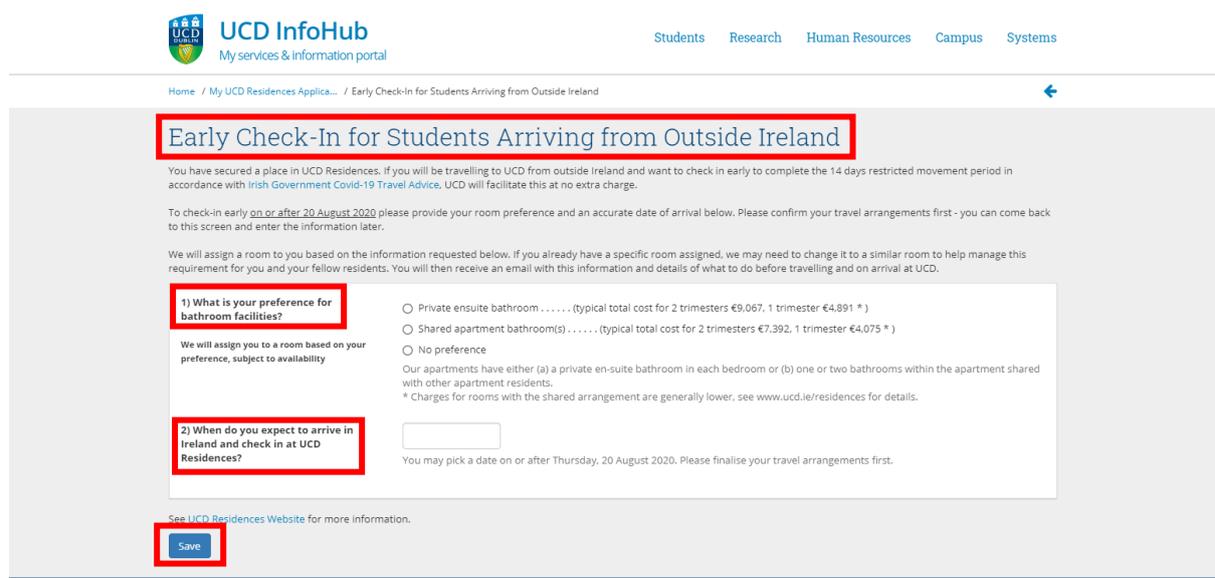
# How to Enter Accommodation Preferences and Arrival Dates For Continuing Students

1. Go to > [My UCD Residences Applications](#) > 'Update Details'



The screenshot shows the SISWeb Student Information System interface. The main heading is 'My UCD Residences Applications'. Below this, there is a table with columns for 'Eligibility' and 'Status'. The 'Eligibility' is 'UCD Student' and the 'Status' is 'Successful'. Under the 'Status' column, there are two buttons: 'Pre-Checkin Tasks' and 'Early Arrival Option'. The 'Early Arrival Option' button is highlighted with a red box, and below it is an 'Update Details' button. To the right of the table is a photograph of a modern residential building. Below the photograph, there is a blue box with the text: 'PLEASE NOTE - Construction Works In Progress Find out more Eligibility and booking Information'.

2. Here you will be asked two important pieces of information:
  1. What is your room preference for bathroom facilities? – Private ensuite bathroom OR Shared apartment bathroom OR No Preference
  2. When do you expect to arrive in Ireland and check in at UCD Residences?  
THIS INFORMATION CAN BE ADDED AT A LATER DATE WHEN TRAVEL PLANS ARE IN PLACE.  
Click 'Save'.



The screenshot shows the UCD InfoHub 'Early Check-In for Students Arriving from Outside Ireland' page. The page has a header with the UCD logo and 'UCD InfoHub My services & information portal'. The main heading is 'Early Check-In for Students Arriving from Outside Ireland'. Below this, there is a paragraph of text: 'You have secured a place in UCD Residences. If you will be travelling to UCD from outside Ireland and want to check in early to complete the 14 days restricted movement period in accordance with Irish Government Covid-19 Travel Advice, UCD will facilitate this at no extra charge. To check-in early on or after 20 August 2020 please provide your room preference and an accurate date of arrival below. Please confirm your travel arrangements first - you can come back to this screen and enter the information later. We will assign a room to you based on the information requested below. If you already have a specific room assigned, we may need to change it to a similar room to help manage this requirement for you and your fellow residents. You will then receive an email with this information and details of what to do before travelling and on arrival at UCD.' Below this text is a form with two main questions: '1) What is your preference for bathroom facilities?' and '2) When do you expect to arrive in Ireland and check in at UCD Residences?'. The first question has three radio button options: 'Private ensuite bathroom . . . . . (typical total cost for 2 trimesters €9,067, 1 trimester €4,891 \* )', 'Shared apartment bathroom(s) . . . . . (typical total cost for 2 trimesters €7,392, 1 trimester €4,075 \* )', and 'No preference'. Below these options is a note: 'Our apartments have either (a) a private en-suite bathroom in each bedroom or (b) one or two bathrooms within the apartment shared with other apartment residents. \* Charges for rooms with the shared arrangement are generally lower, see www.ucd.ie/residences for details.' The second question has a text input field. Below the input field is a note: 'You may pick a date on or after Thursday, 20 August 2020. Please finalise your travel arrangements first.' At the bottom of the form is a 'Save' button, which is highlighted with a red box. Below the form is a link: 'See UCD Residences Website for more information.'

3. If your travel plans change, you can return to this page again to update your arrival details. While information can be edited, it will be used to allocate a room based on your preferences so it is very important to complete the information before you arrive.