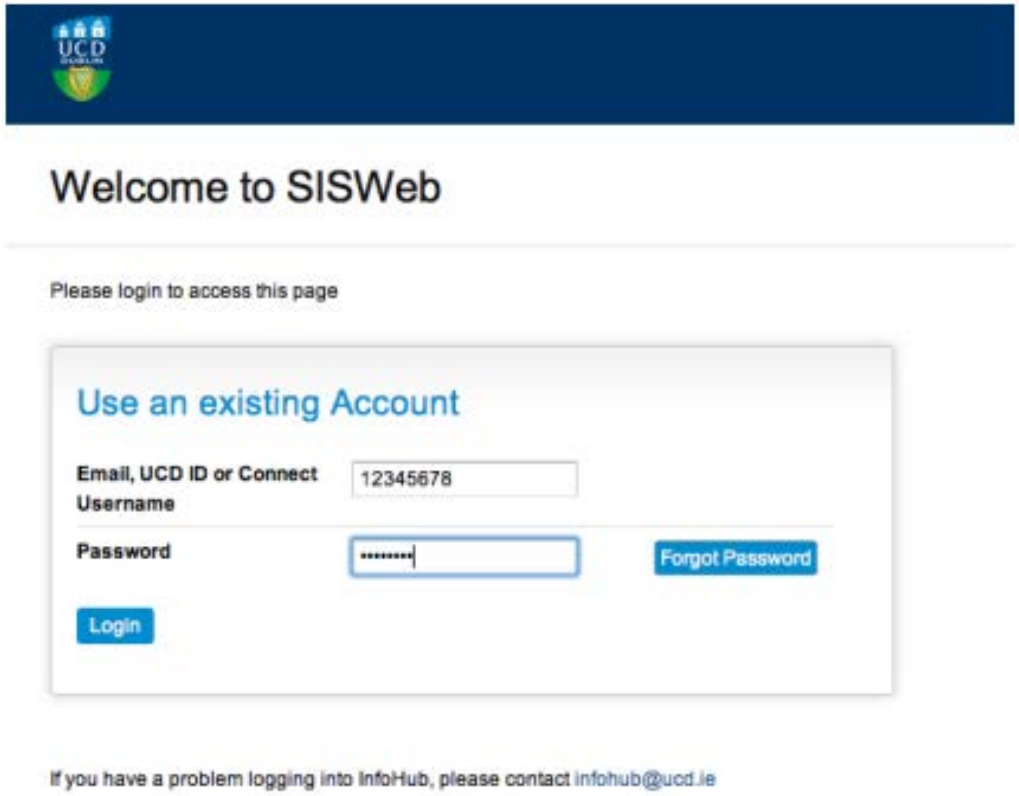
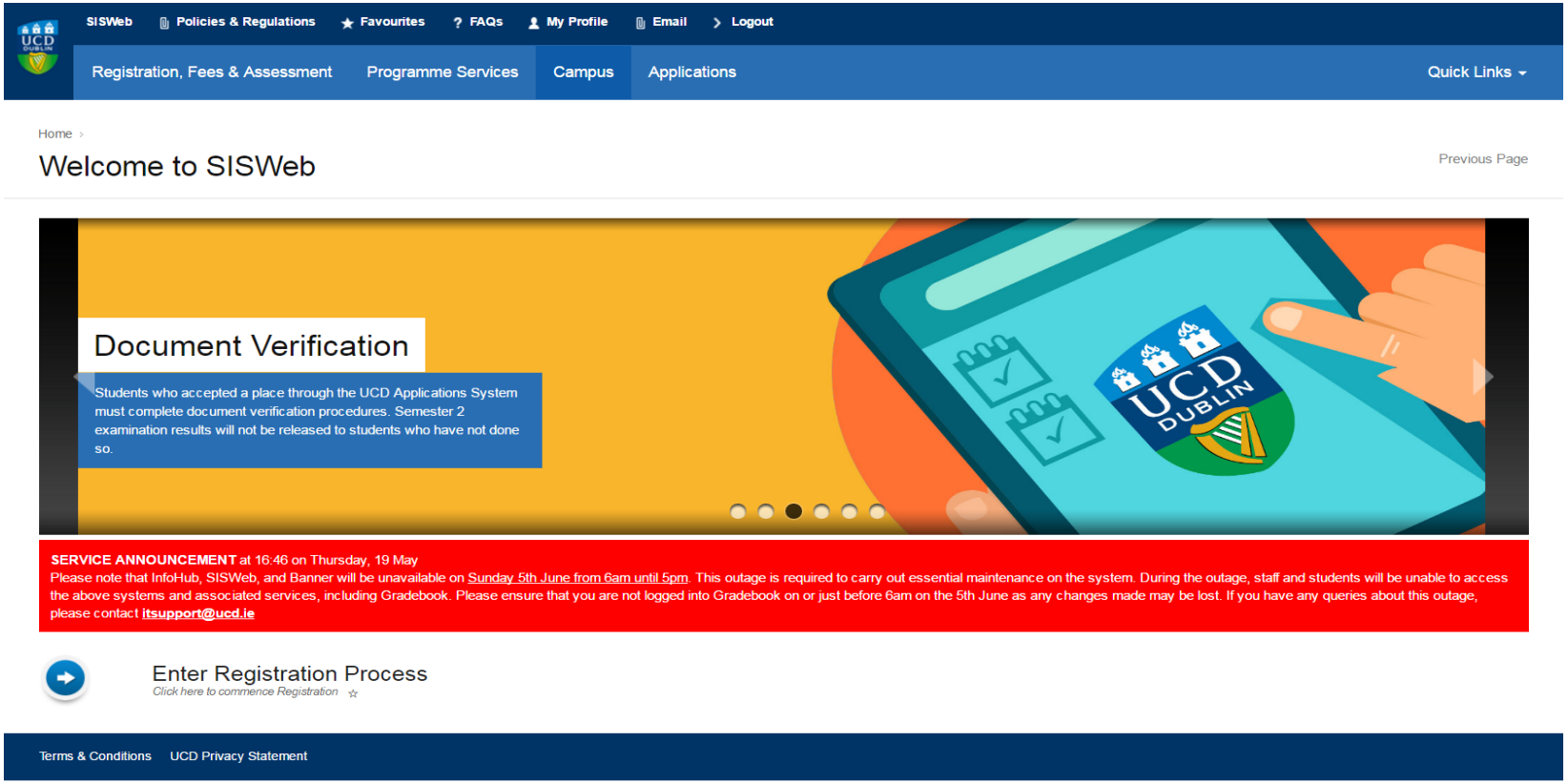
To nominate your bank account



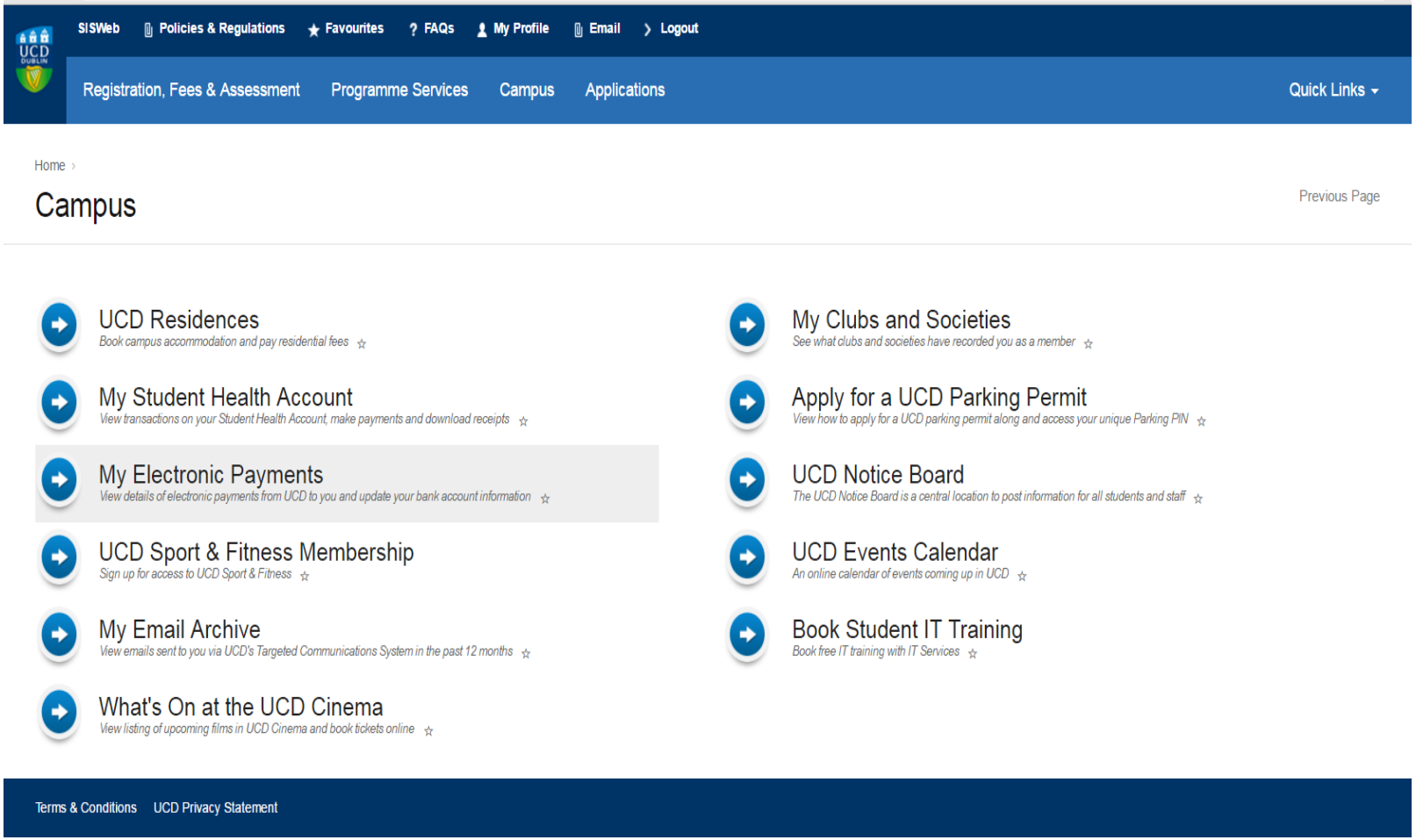
1. Log into your SISweb Portal account using your UCD ID (Student Number) and your Password/PIN which is by default your Date of Birth in the form DDMMYY.
2. Click “Login”

STEP 2:



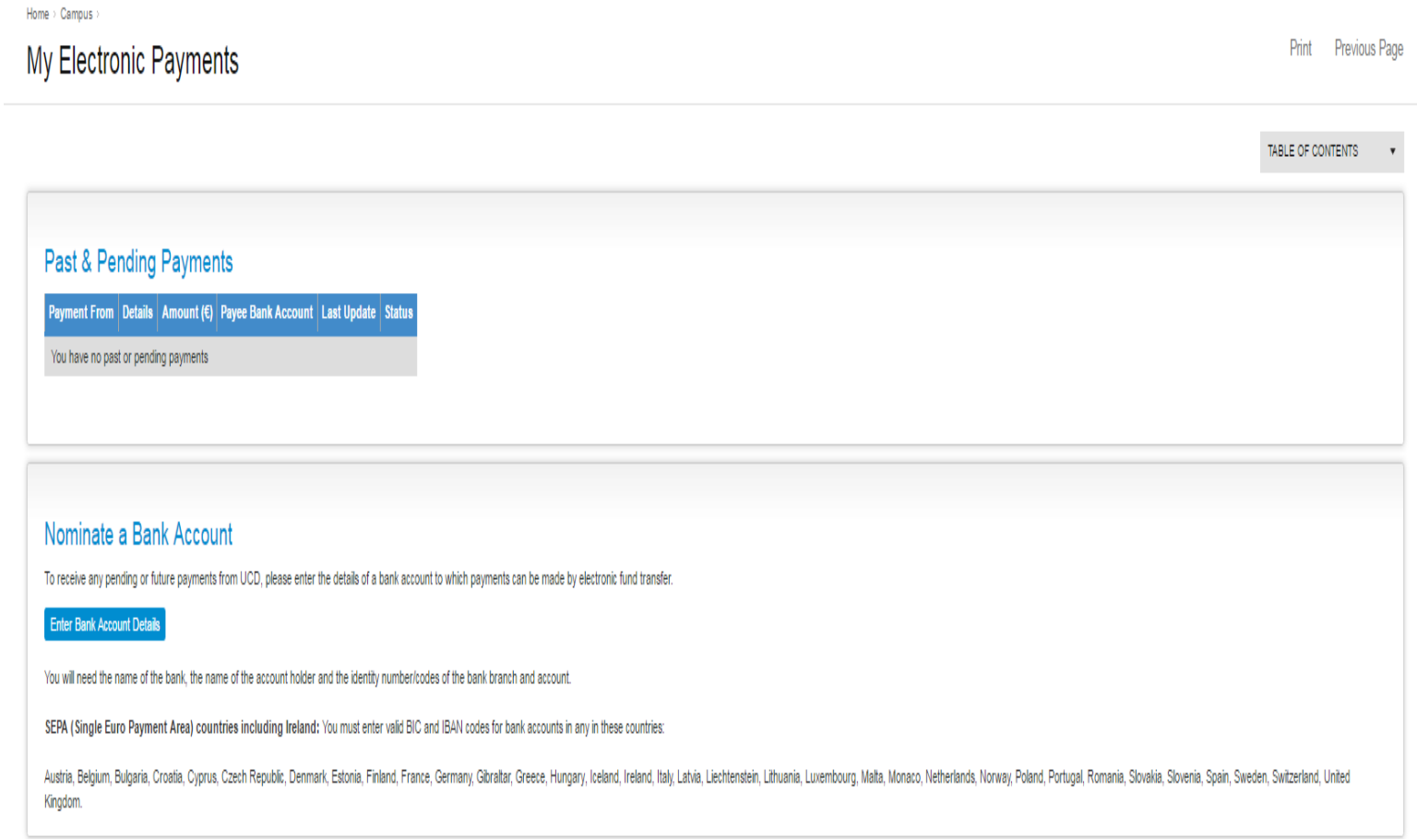
- Please click on “Campus”.

STEP 3:



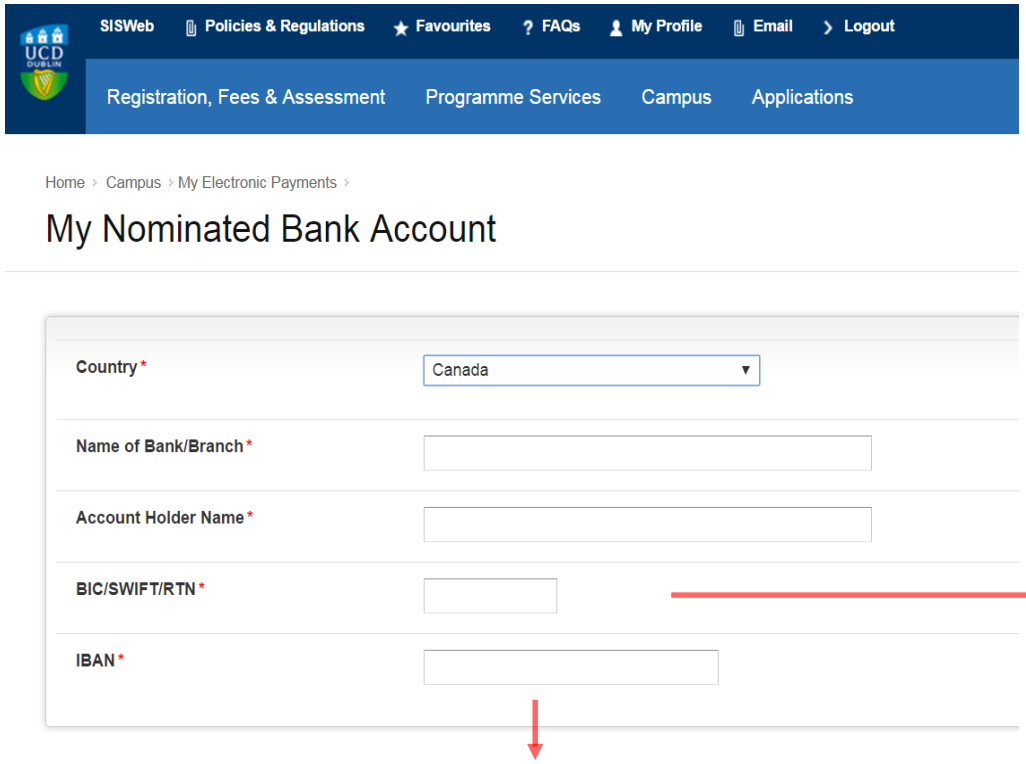
- Please click on “My Electronic Payments”.

STEP 4:



- In the My Electronic Payments page, click on “Enter Bank Account Details” if you have not already provided your bank information.

STEP 5:



1. Enter the BIC of your Bank Branch
2. If the BIC is unavailable, please use 9 digit RTN number leading with a zero
1. Alternatively use ABA number

Routing Transit Number (RTN) is strongly recommended

Enter your Bank Account number in the IBAN field

- Please enter your bank details in the relevant fields
- IMPORTANT: Please contact your bank representative in the “wire department” if Intermediary/Correspondent bank information is required and forward to residencefinance@ucd.ie

STEP 6:

Please complete if an Intermediary bank account will be used when refunding your deposit.

To: UCD Residence Finance
Bursar's Office - Tierney Building - Belfield

UCD Student Bank Account Information Form (to be completed by Student)

Student Name	
Student Number	
Address	
Phone No	
Email Address for remits	

Bank Account Information for (Electronic Fund Transfer) EFT

Bank Name	
Bank Account No	
Routing No / ABA	
Intermediary Bank Name	
Intermediary Bank Account Number	
Routing No / ABA	

Student signature …….. Date: …../……/……..

PLEASE COMPLETE THE FORM AND FORWARD TO residencefinance@ucd.ie