



# University College Dublin

## Residential Services

### Payment Methods

Please note that all students must bring proof of payment in order to access their accommodation.

To determine the amount owing, students can view their personal account on SISWeb or check the relevant residences on our website for fee details.

SISWeb Login

Username: Student Number

Password: D.O.B (dd/mm/yy)

#### Laser & Credit Cards

Available to students with an active UCD SISWeb account.

1. Log in to your SISWeb portal
2. In the *Campus* section you will find *UCD Residences*. From here, choose *Pay Residential Fees*.
3. You will see the details of your booking and outstanding fees.
4. Under *Payment*, enter the amount you want to pay. At the bottom of the screen click *Online Payment*.

Please be aware that there are often spending limits on cards. If you are having a problem making a payment you should try to make a payment of less than €1,000. This particularly applies to cards from non-Irish banks.

Once you have entered the card details and make the payment you will receive a confirmation email which is your proof of payment. The email will be sent to the email you have entered on your SISWeb student information system.

#### Bank Transfer (IBAN)

Bank: Allied Irish Bank, Belfield, Dublin 4, Ireland.

Bank Account Name UCD Residences Account

IBAN number IE 55AIBK 9301 5617 2032 33

Swift Code BIC : AIBKIE2D

Bank Sort Code 93 01 56

Bank Account Number 17 20 32 33

Ensure that the student number is used as a narrative (18 letter limit).

Proof of Payment – Bank documents detailing transfer.

#### Irish Postal Order, Bank Draft or Cheque drawn on an Irish Bank

Cheque or Draft should be made payable to UCD Accommodation.

#### International Bank Draft drawn on an Irish Bank

Bank drafts should be made payable to UCD Accommodation.