



Residences Portal Deposit Payment Guide

Step 1

Login to the Residences Portal via residences.ucd.ie

Step 2

View your offer of accommodation by clicking “Your Offer” and then “View Offer”.

2023-24



Your Application		STATUS: Your application has been successful, and we have offered you a room within our accommodation. Please view the offer, where you can accept or decline. Please note that you will be required to make a payment to guarantee your room
Your Offer		

[View Offer](#)

Step 3

Review offer details and associated residence fees.



Offer of a room

Please see the details of your room offer below. The offer expiry date is noted just below this text. If you wish to avail of the offered room, please follow the outlined steps to accept the offer before the deadline.

Please note that declining this offer is an outright rejection of campus accommodation. If you choose to decline the offer, it will be removed from the Residences Portal.

Offer expiry date:

Offer details

Student name

Student ID
19208320

Licence start date
01 September 2023

Licence end date
20 May 2024

Fees total
€9,600.45

Room name

Ashfield House 1, Apt 1, Room 5

Room type

Apartment - Ensuite

Block

Ashfield

Area

Belfield Campus

Site

University College Dublin



Accommodation fees

Please see a breakdown of your residence fees below.

	Start date	End date	Amount payable
Period 1	01 September 2023	01 October 2023	€1,110.50
Period 2	01 October 2023	01 November 2023	€1,110.50
Period 3	01 November 2023	01 December 2023	€1,110.50
Period 4	01 December 2023	01 January 2024	€1,110.50
Period 5	01 January 2024	01 February 2024	€1,110.50
Period 6	01 February 2024	01 March 2024	€1,110.50
Period 7	01 March 2024	01 April 2024	€1,110.50
Period 8	01 April 2024	01 May 2024	€1,110.50
Period 9	01 May 2024	20 May 2024	€716.45

Deposit required: €735

Step 4

Continue through the offer acceptance process or decline your offer.

IMPORTANT: If you decline your offer, it is an outright rejection of an offer of accommodation. It is possible to apply again however another offer of accommodation cannot be guaranteed.

Period 8	01 April 2024	01 May 2024	€1,110.50
Period 9	01 May 2024	20 May 2024	€716.45

Deposit required: €735

IMPORTANT: Clicking "Decline" is an outright rejection of accommodation. You will not receive another room offer as a result of this.

Step 5

Proceed through the deposit payment process to secure your room booking.

Deposit required

Before accepting your offer you must pay a booking deposit for the room. This is refundable after your departure as per the Licence to Reside. You can read more about the deposit and the Licence to Reside on the UCD Residences Website.

Deposit required: €735

Paying by card

We accept payment by card for the booking deposit. On the next screen you will be taken to a payment portal where you can enter your card details. For more information on residence fees and payment methods, please see our Residence Finance page.



Billing Details

Please enter the following billing details in order to proceed to the payment

Billing Street 1*	Billing Post Code*
<input type="text" value="Test 1"/>	<input type="text" value="TSTCODE"/>
Billing Street 2*	Billing Country*
<input type="text" value="Test 2"/>	<input type="text" value="Ireland"/>
Billing City*	Billing Email*
<input type="text" value="Test City"/>	<input type="text" value="Billing Email*"/>

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[Make Payment](#)



Payment Details

Card Number VISA

Expiry

Security Code ?

Cardholder Name





Step 6

If your payment is successful you should see the following screen and receive email confirmation.

Deposit paid

Congratulations, your deposit payment was successful and you have secured your room in UCD Residences!
Please proceed through the next pages to agree to the Licence to Reside and complete the room acceptance process.

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Step 7

You will also have the option to pay the full amount of your residence fees now, or wait until later. It is not a requirement to pay the full amount upfront. If you choose to pay fees later, we will be in touch in the coming weeks with payment options.

Pay accommodation fees

Please see payment options for your accommodation below.

At present we are only accepting full payment for the duration of your stay. If you wish to pay on a monthly basis please click "Pay fees later" and we will be in touch soon with payment options.

Paying in full

Please review your full residence fee amount below.

If you wish to pay in full, please click "Pay the full amount" and then continue to the next page. If you do not wish to make the full payment now, please click "Pay fees later" below.

	Start date	End date	Amount payable
Period of stay	01 September 2023	20 May 2024	€9,600.45

Select payment method

Option 1

[Pay the full amount](#)
Single Payment

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Option 2

[Pay fees later](#) [Continue](#)

Step 8

If you choose to pay the full amount, you will be brought through the same payment screens as in step 5.



Step 9

Review the details of your offer and agree to the Licence to Reside.

[Click here](#) to download a PDF of your Licence to Reside.

Sign Contract

Check this box to confirm you have understood and accepted the Licence to Reside.

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Step 10

You should see the below confirmation that you have accepted your offer and agreed to the LTR.

Offer Accepted

Congratulations! You have now accepted your room offer and agreed to the Licence to Reside.
We look forward to welcoming you in UCD Residences. Our Village Welcome Desk is open and available 24/7 to address any queries you may have.

[Return to hub](#)

Rate this process

Before you go... how would you rate your experience of this process?

