



How to get a fees statement from the UCD Residences Portal



Step 1: Log in to the UCD Residences Portal



UCD Residences Portal

Welcome to the UCD Residences portal. The door way to your home away from home!

The Residents portal is where you will manage all aspects of your residential experiences including accommodation applications, residence inductions, picking arrival times, logging service requests, cancellations and other aspects.

If you have any queries on this please contact UCD Residences [via email](mailto:residences@ucd.ie) at residences@ucd.ie or [via phone](tel:00353-1-7167000) on 00353-1-7167000.

Existing/Prospective Students Login

All existing and prospective students should login with their UCD connect Username and Password. Click [here](#) for details on your UCD connect account.

If you are unable to login with your UCD connect details click [here](#) to check your password.

For information on how we manage your personal data, see the following link: [Privacy Notice](#).

Login

Step 2: Once signed in, click on the “Statement/Payments” tab

The screenshot shows the UCD Residences Portal interface. At the top left, it says 'Cliath' and 'UCD Residences Portal!'. At the top right, there are links for 'Home' and 'Residences'. The main content area is divided into several sections. On the left, there is a profile card with the following information:

STUDENT ID
21213087
NAME
Testing Test
EMAIL ADDRESS
testing.test1@ucdconnect.ie

Below the profile card is a 'logout' button with an external link icon. To the right of the profile card is a navigation menu for the '2023-24' academic year, which includes links for 'Your Application', 'Your Offer', 'Induction', 'Your Room', and 'Statement/Payments'. The 'Statement/Payments' link is highlighted with a red rectangular box. To the right of the navigation menu, there is a 'STATUS' section with the text: 'STATUS: You can review the Induction information at any point to refresh yourself with any sections'. Below this text are two buttons: 'Review Induction' and 'Key Collection Pass'.

Step 3: Scroll to the bottom of the payments screen and click on “print” to generate a statement

Future Transactions

Date due	Date from	Date to	Ref.	Type	Total	Outstanding	Select to Pay
01/03/2024	01/03/2024	01/04/2024	N/A	Accommodation	€833.13	€833.13	
01/03/2024	01/03/2024	01/04/2024	N/A	Utilities	€65.32	€65.32	
01/04/2024	01/04/2024	01/05/2024	N/A	Accommodation	€833.13	€833.13	
01/04/2024	01/04/2024	01/05/2024	N/A	Utilities	€65.32	€65.32	
01/05/2024	01/05/2024	21/05/2024	N/A	Accommodation	€537.50	€537.50	
01/05/2024	01/05/2024	21/05/2024	N/A	Utilities	€42.14	€42.14	

Total Balance: €2,376.54

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