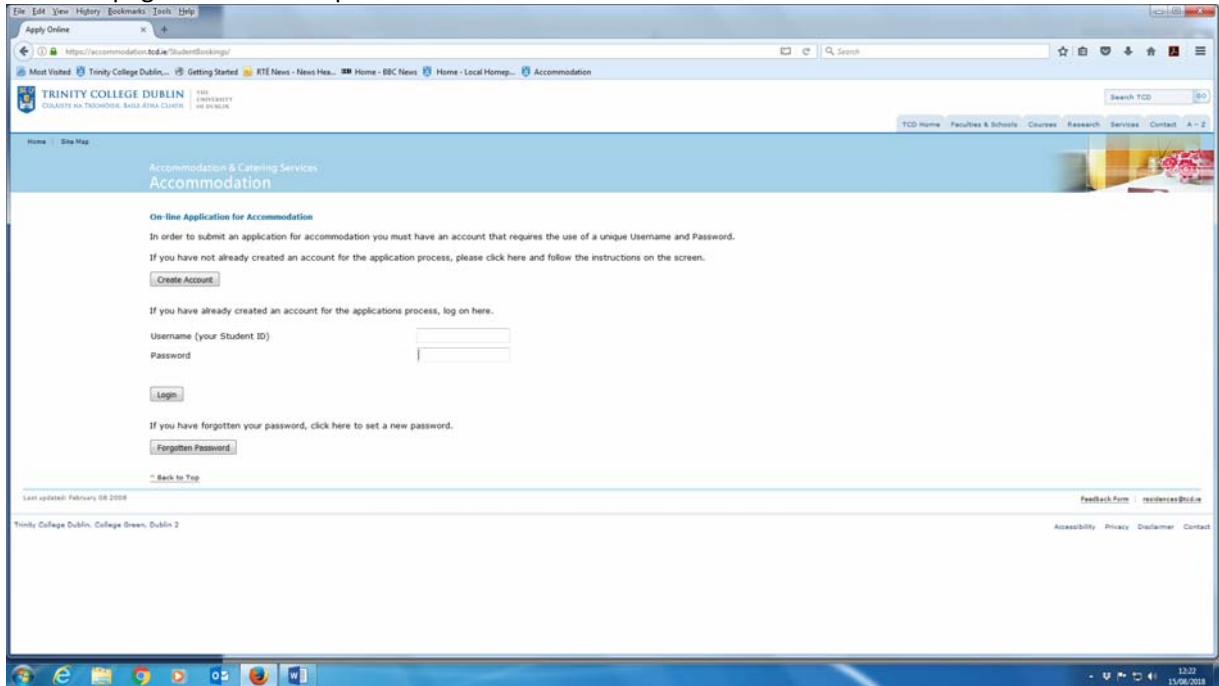# How to Set Up a Residential Account and How to Accept the Offer of a Room
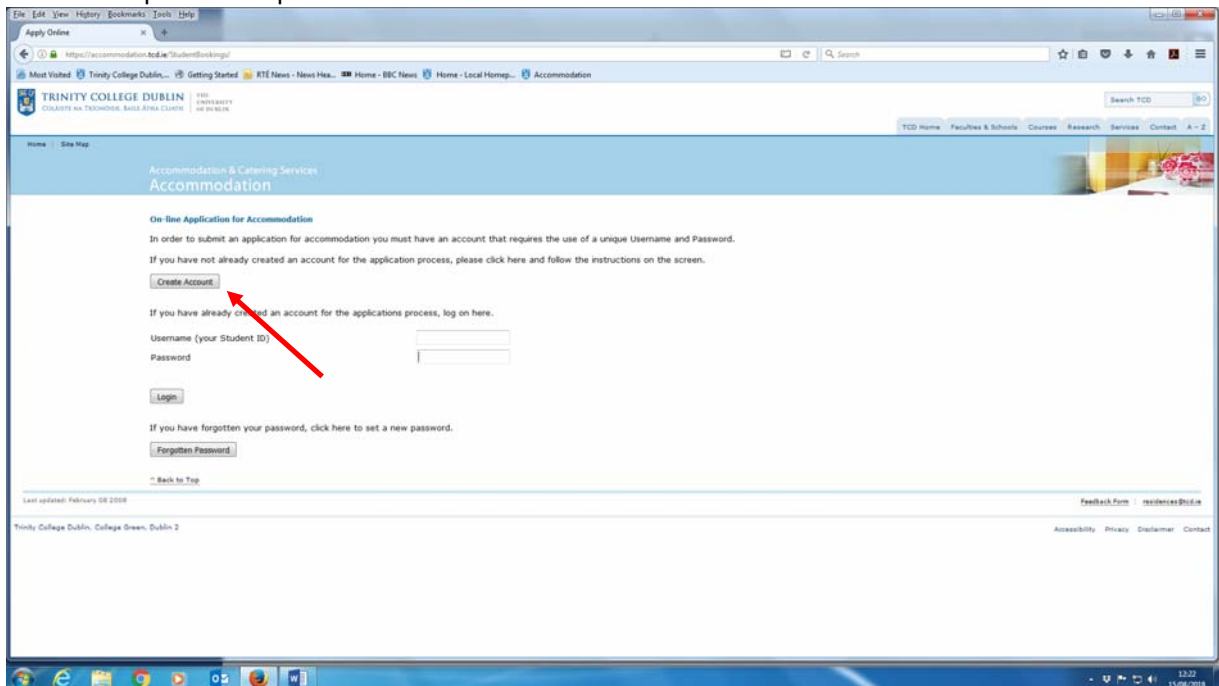
The first step is to set-up an account. Please go to the following web address:
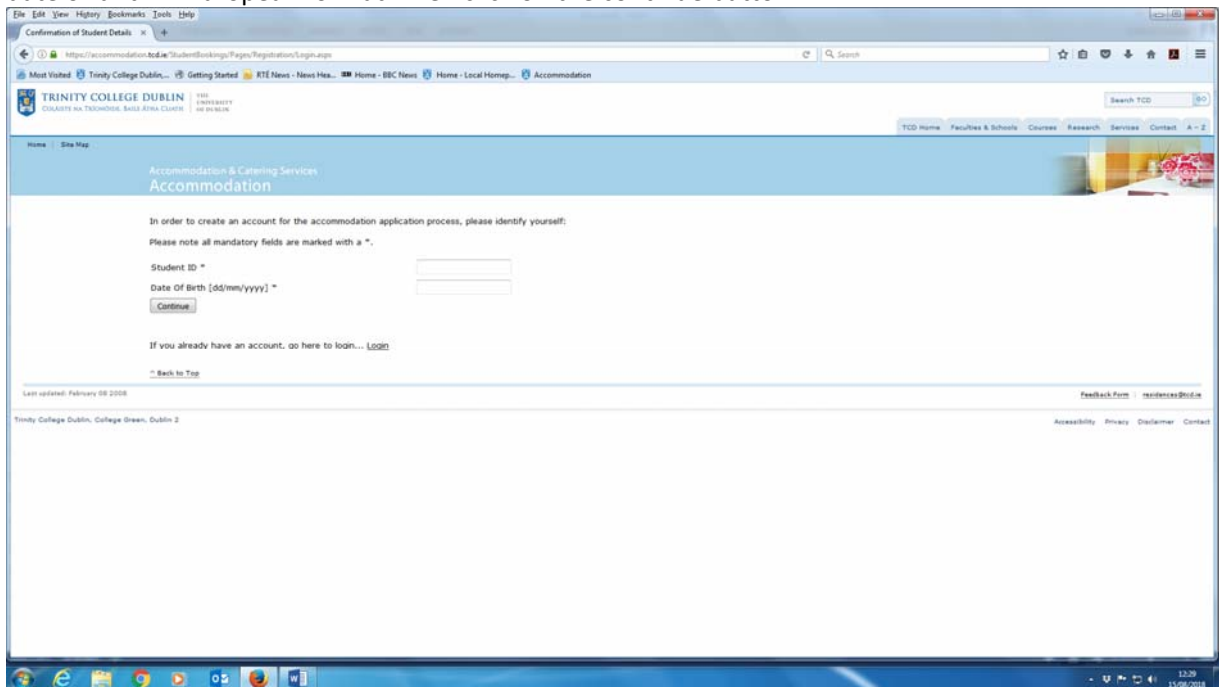https://accommodation.tcd.ie/StudentBookings/

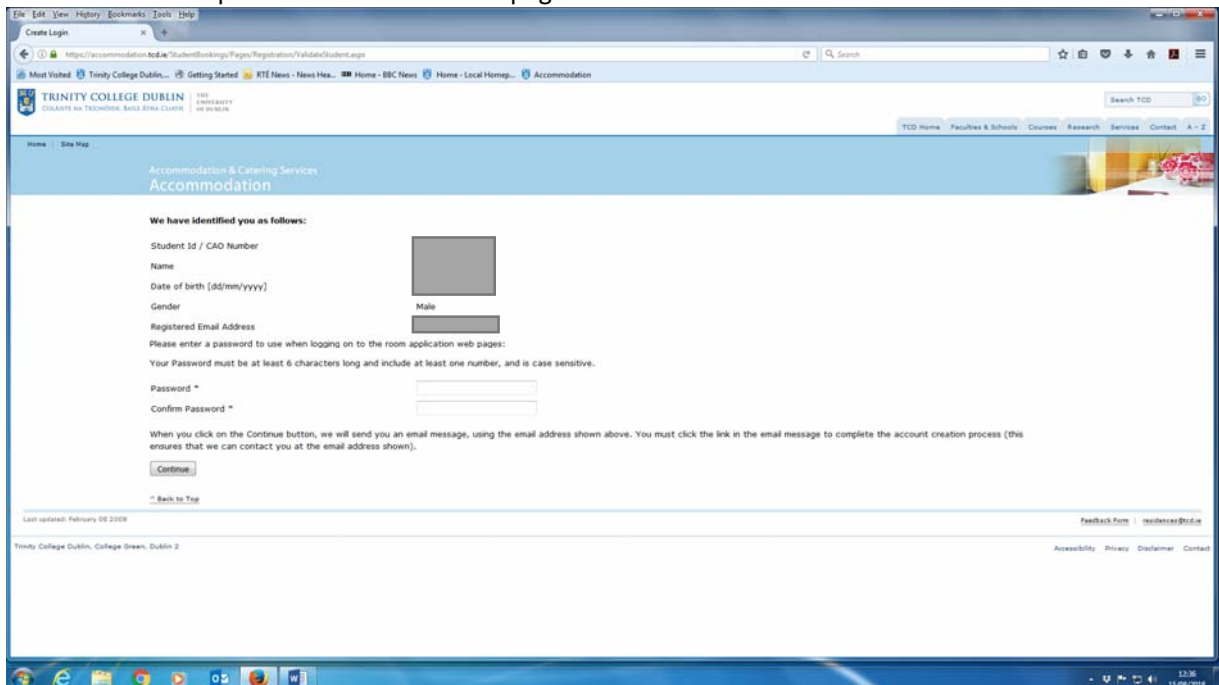The web page below will be presented.

The first step is to set up an account. Click on the Create Account button arrowed below.
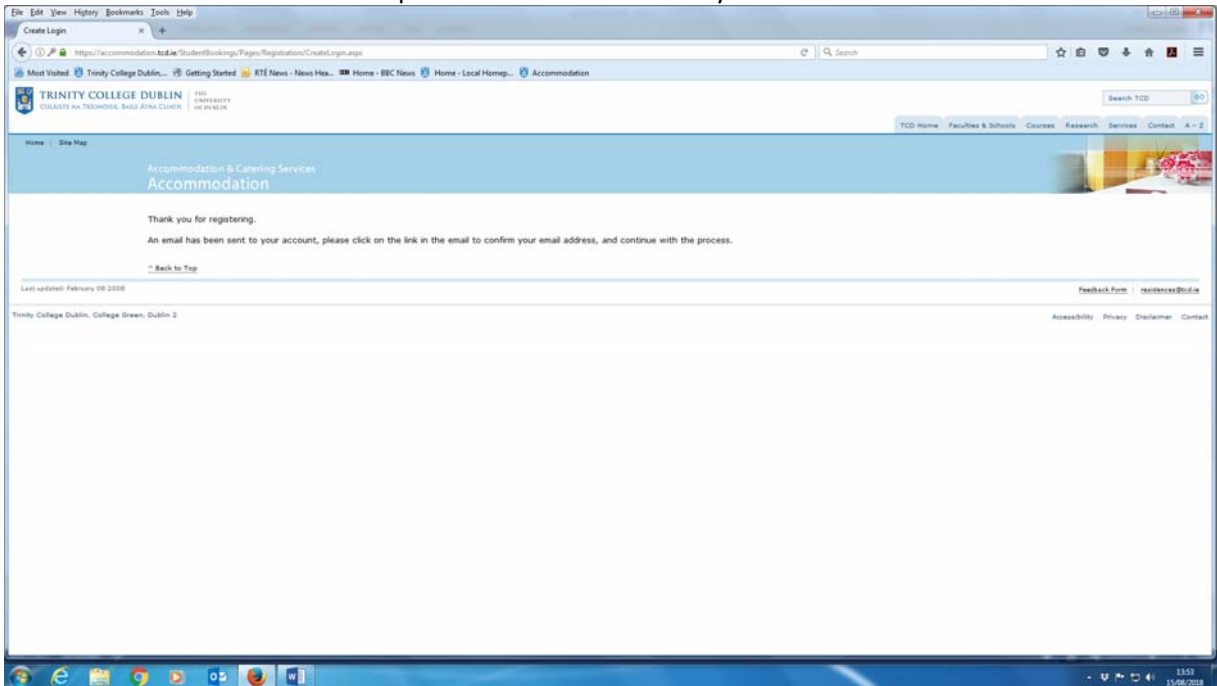
You will then be presented with the page below where you must enter your TCD ID number and your date of birth in European format. Then click on the continue button.
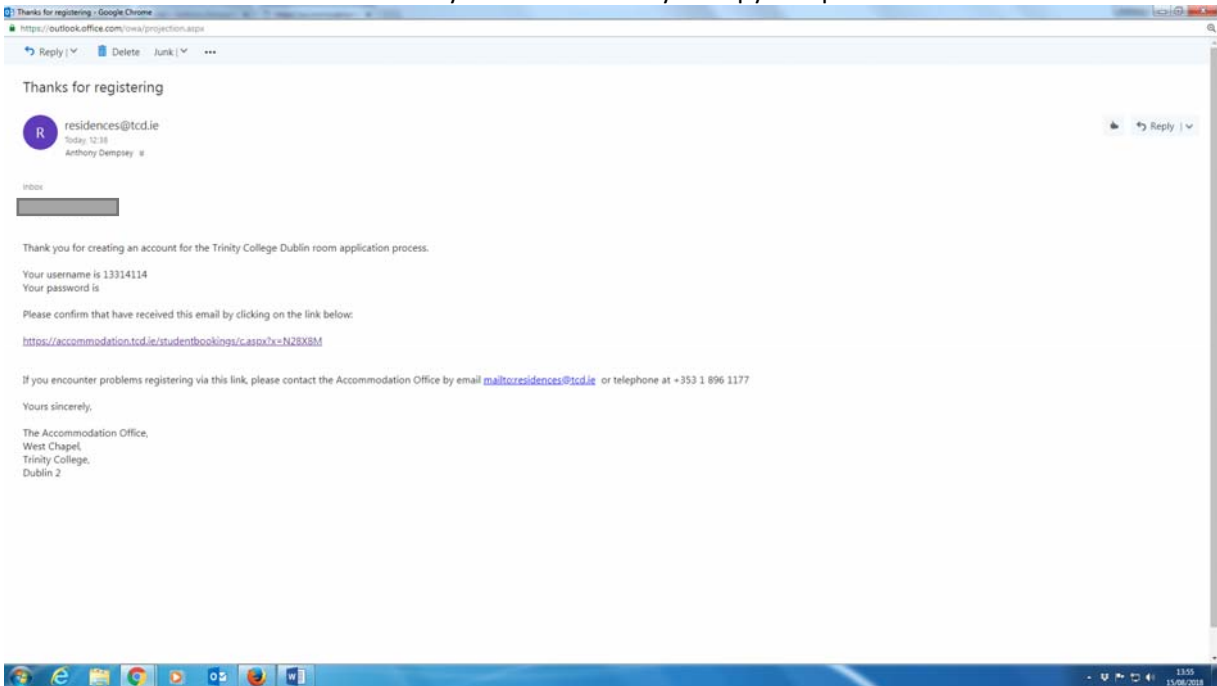

If you are recognised as a full time student the following screen will appear. Select and enter a password that meets the requirements stated on the page and then click the Continue button.
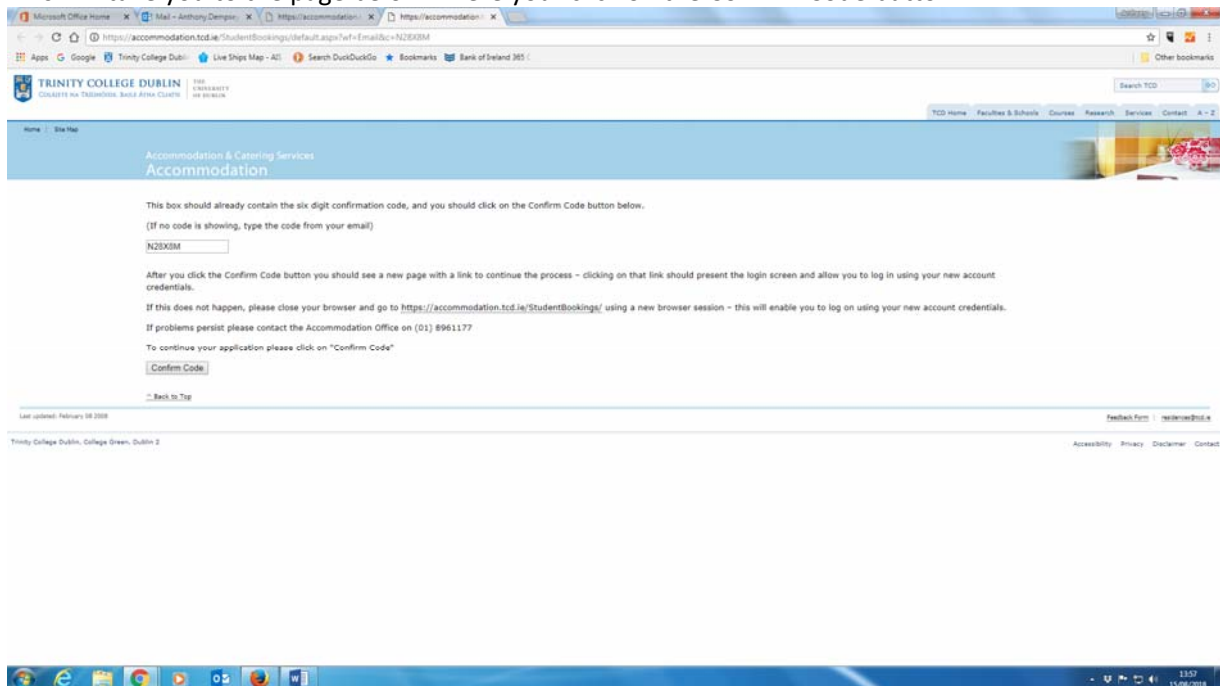
The screen will then advise that a password has been sent to your email address.

This email will contain a link on which you click or which you copy and paste into a browser.

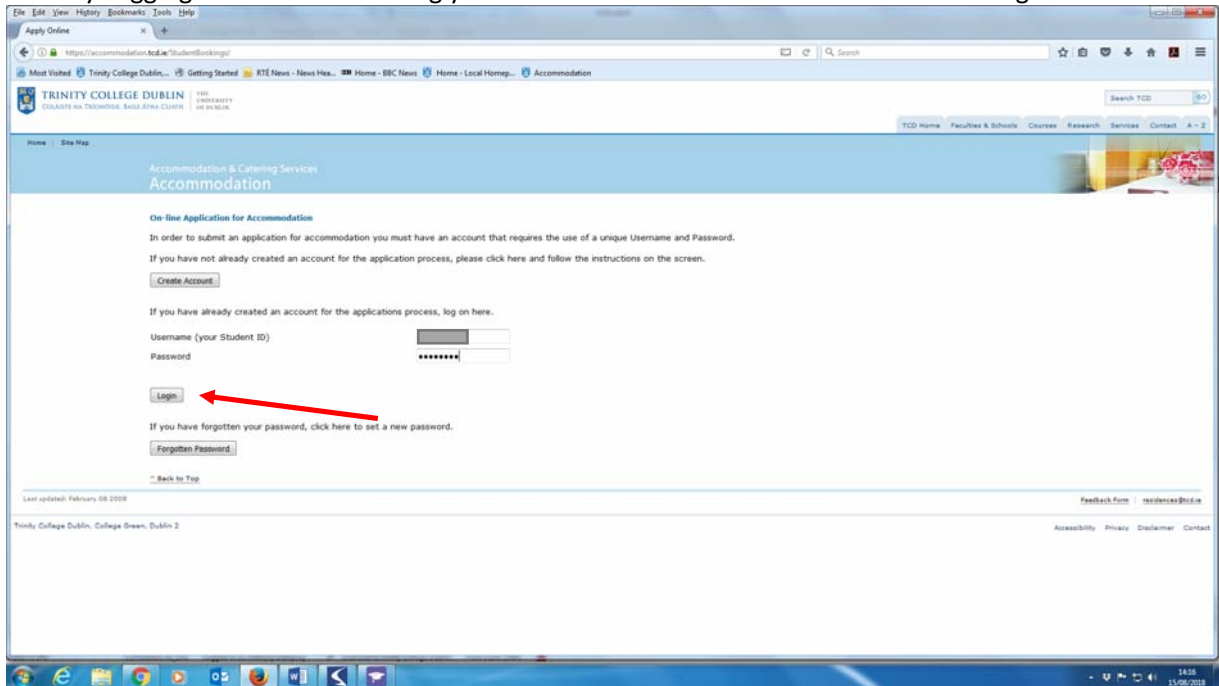This will take you to the page below where your click on the Confirm Code button.

Having confirmed the code you will then be brought to a confirmation page and invited to log in to the Residential Student Portal.
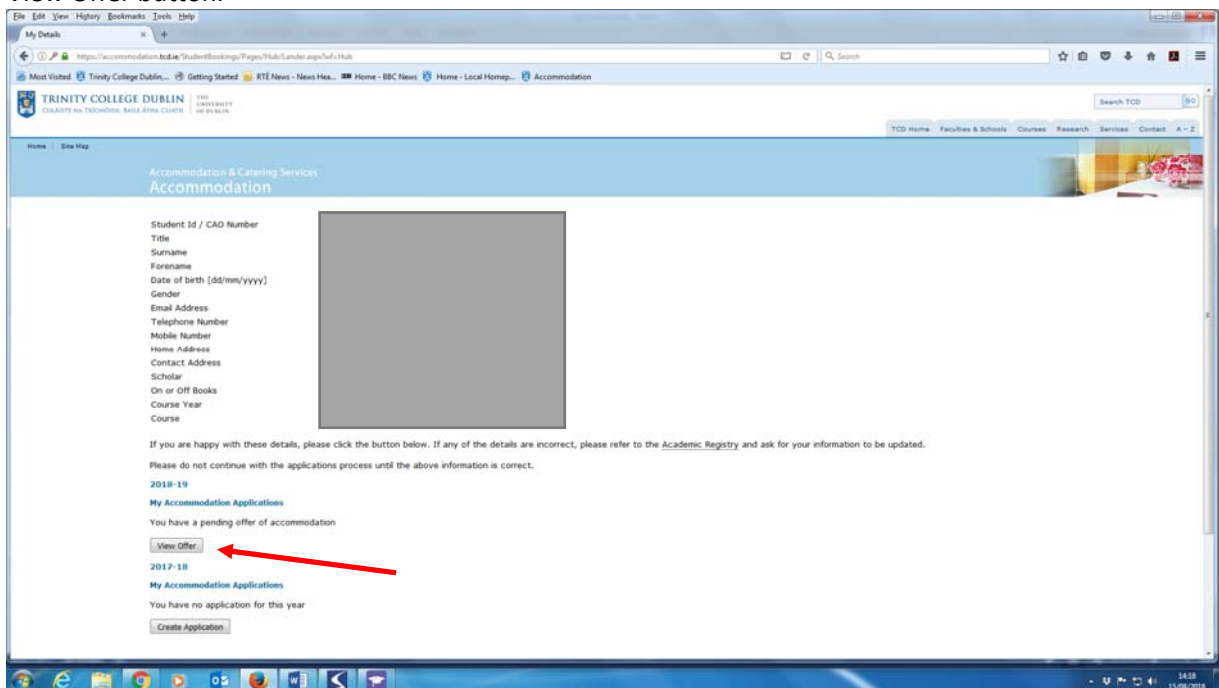
When you Have an Offer of a Room

You will receive an email and allocation letter sent to your email address. You then need to accept or reject the allocated room through the Online Student Portal.

Start by Logging-in to the Portal using your ID and Password. Then Click the arrowed Login Button.

You will then be presented with a screen that offers the option of viewing the Room Offer. Click on the View Offer button.

The details of the allocated room will then appear. You must then accept or reject the offer filling in the highlighted buttons and clicking confirm.

You will then receive an email confirming the acceptance of the room and this completes the process.