

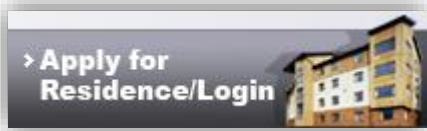
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## ONLINE APPLICATIONS

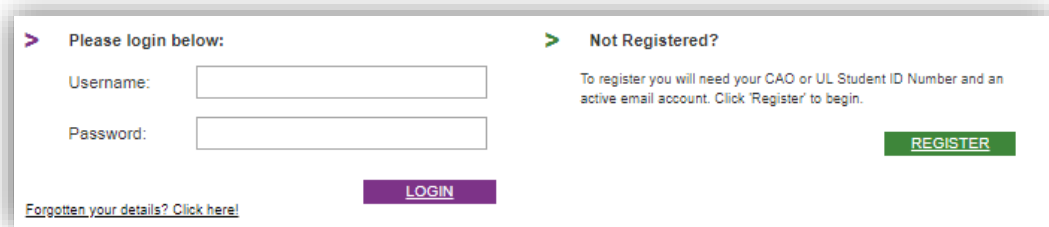
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### REGISTER ON THE WEBSITE

1. To apply students must go to [www.studentliving.ul.ie](http://www.studentliving.ul.ie)
2. Click 'Apply for a Residence / Log in' button

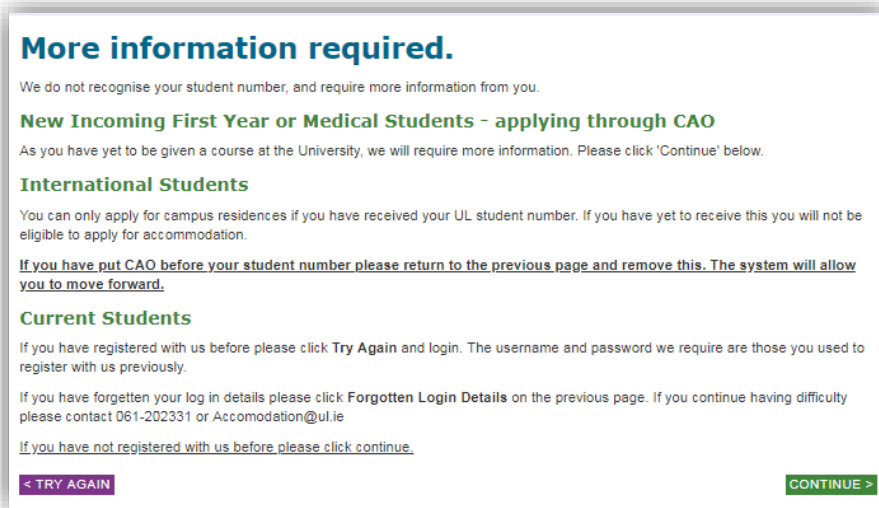


3. Register



The screenshot shows a login and registration interface. On the left, under 'Please login below:', there are input fields for 'Username:' and 'Password:', and a purple 'LOGIN' button. A link 'Forgotten your details? Click here!' is below the password field. On the right, under 'Not Registered?', there is a green 'REGISTER' button and a note: 'To register you will need your CAO or UL Student ID Number and an active email account. Click 'Register' to begin.'

4. To register students must use their UL student number – **do not use your application number and do not put CAO in front of your number.** If you are prompted for a CAO number just click OK and continue. If the below page shows you have not entered the correct student id number, go back.



The screenshot shows a page titled 'More information required.' with the following text:

We do not recognise your student number, and require more information from you.

**New Incoming First Year or Medical Students - applying through CAO**  
As you have yet to be given a course at the University, we will require more information. Please click 'Continue' below.

**International Students**  
You can only apply for campus residences if you have received your UL student number. If you have yet to receive this you will not be eligible to apply for accommodation.  
If you have put CAO before your student number please return to the previous page and remove this. The system will allow you to move forward.

**Current Students**  
If you have registered with us before please click **Try Again** and login. The username and password we require are those you used to register with us previously.  
If you have forgotten your log in details please click **Forgotten Login Details** on the previous page. If you continue having difficulty please contact 061-202331 or [Accommodation@ul.ie](mailto:Accommodation@ul.ie)  
If you have not registered with us before please click continue.

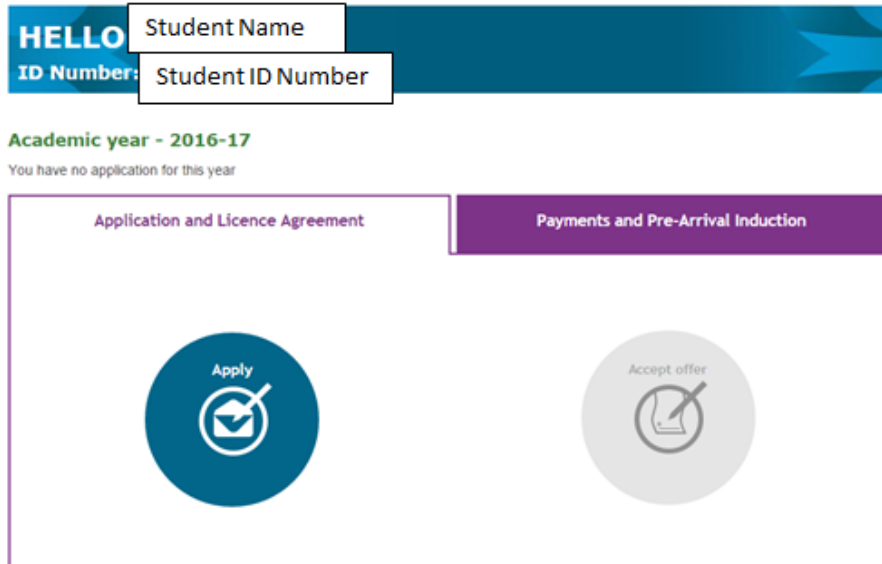
At the bottom, there are two buttons: a purple '< TRY AGAIN' button and a green 'CONTINUE >' button.

If you entered the correct details, your personal details will be on the next page. You will be asked to create a username and password.

5. Once you complete the registration you will receive an email from [CLS@ul.ie](mailto:CLS@ul.ie) to confirm your email. Click the link on the email to finalise the registration.
6. Once registered log in to apply.

## APPLYING FOR ACCOMMODATION

1. Log in using the username and password you created. Please note these details for future reference.
2. Click on the Apply button under the correct academic year.



HELLO

ID Number:

Academic year - 2016-17

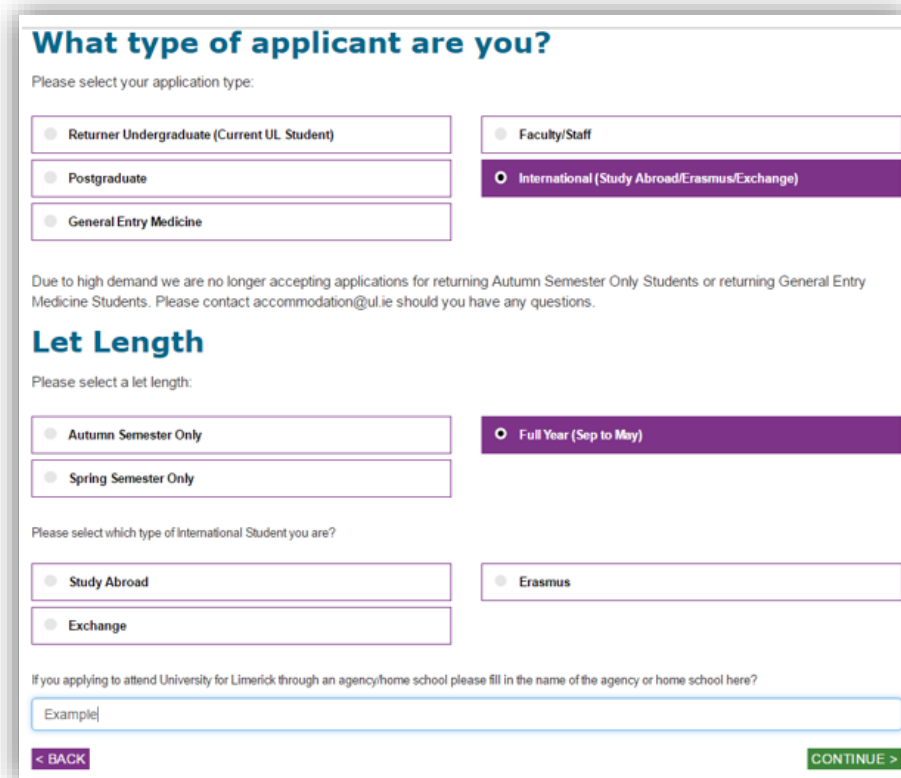
You have no application for this year

Application and Licence Agreement | Payments and Pre-Arrival Induction

Apply

Accept offer

3. Choose international  
 Choose Let Length  
 Choose Type of International Student  
 Please include Study Abroad Provider / Home University name (this is important for billing purposes)



### What type of applicant are you?

Please select your application type:

Returner Undergraduate (Current UL Student)
  Faculty/Staff

Postgraduate
  International (Study Abroad/Erasmus/Exchange)

General Entry Medicine

Due to high demand we are no longer accepting applications for returning Autumn Semester Only Students or returning General Entry Medicine Students. Please contact accommodation@ul.ie should you have any questions.

### Let Length

Please select a let length:

Autumn Semester Only
  Full Year (Sep to May)

Spring Semester Only

Please select which type of International Student you are?

Study Abroad
  Erasmus

Exchange

If you applying to attend University for Limerick through an agency/home school please fill in the name of the agency or home school here?

4. **Select Accommodation preferences** (students must select the minimum preferences requested; if we are unable to offer accommodation in your first preference we may be able to offer it in another village.)
- Village:
  - Room Type:

### Select your room preferences

Please select your preferred accommodation choices from the list below. You must choose a minimum of 3 out of a maximum of 5 to continue.

If you wish to compare your choices before you select them please click "Add to Compare List".

To add room preferences, please click "Select Preference" in the order of your most desirable choice first.

We are no longer accepting applications for returning General Entry Medicine Students as the allocation is now full.

**\*\*Please note that we are now full for Autumn Semester only for returning Undergraduate Students. Please contact Accommodation@ul.ie should you wish to join our waitlist for this period. We are still accepting applications from International Students for Autumn Semester Only\*\***

Full Year Term - 27th August 2017 to 16th May 2018

Autumn Semester Term - 27th August 2017 to 17th December 2017

Spring Semester Term - 14th January 2018 to 16th May 2018


You have chosen **0** preferences so far.

List Map

Location  
(All) ▼

Bedroom type  
(All) ▼

Let Length  
(All) ▼

Price (for your stay)  
€4061  €7200

**Plassey Village**

Room type	Let Length	Price
Standard Single in 8 Bed	Full Year (Sep to May)	€4,061.00

#### Room preferences

Drag and Drop selected options to update your order of preference

Preference	Room name	Remove

[View comparison](#)

**i** By choosing preferences, you are selecting your preferred accommodation choices. This is just a preference and not a guarantee. We will make every

Click 'CONTINUE' once you are happy to proceed

5. **Additional Information** – complete the additional details form and click continue when done.

### Additional Information

**Deposit Roll Over:**

If you currently live with us - select YES

If you do not currently live with us - select NO

If you do not pay a booking fee we cannot process your application.

No ▼

Please select NO in the deposit rollover section unless you currently live on campus.

**Avoiding the application fee payment:** For those students who the Study abroad agency will cover your deposit please select YES in the deposit rollover section to avoid paying a deposit. If you are

unsure if you should pay your deposit please contact your provider or home school. We may cancel applications where a deposit is not paid, but should have been.

6. Once your application is complete you will receive an email from [cls@ul.ie](mailto:cls@ul.ie). Please save this email address into your contacts so you don't miss an email from us.

### **Applications Accepted**

- If your application is successful you will receive an email with an offer of accommodation and a licence agreement. Please watch your emails
- The offer letter will include directions on how to *accept your offer*
- Your online portal will show your offer, including the village and the let length
- You must accept the offer online within the specified time

You will be informed when rent and deposit are due but this information is also available at <https://studentliving.ul.ie/index.jsp?p=116&n=124>

### **Applications Waitlisted / Rejected**

- If you do not pay the €50 booking fee your application will may rejected. You can contact 00353-61202331 in this instance
- If we do not have any of your accommodation preferences available we will waitlist your application and refund the €50 booking fee at the beginning of term, should we not be in a position to offer accommodation
- You will receive notification of both of these instances by email

### **Important links**

#### **On Campus Villages**

<https://studentliving.ul.ie/index.jsp?p=101&n=117>

#### **Rental fee information**

<https://studentliving.ul.ie/index.jsp?p=116&n=124>

- Rent for single semester is due 1 month prior to check in and should be paid in full
- Rent for full academic year is divided into 3 instalments, the 1<sup>st</sup> of which is due 1 month prior to arrival

#### **Frequently Asked Questions**

<https://studentliving.ul.ie/index.jsp?p=143&n=159>