**ONLINE ROOM RESERVATION**

Instructions

* Go to the **University website**.
* On the menu ***next to*** the “***Hostel sign out***” link, click “**Room Reservation**”.
* You can alternatively directly access it on **http://ueab.ac.ke/roomres**
* On the panel that appears, click on “**STUDENT**”
* Select ***Sign up*** on the bottom – right corner of the form that appears.
* Enter your details and then click “**Sign Up**”
* Go to the email address which you entered in the signup process.
* Click on the given link in the email that you receive.
* You will be approved and automatically logged in.
* On the panel that appears, click on the blue button that holds the residence that you seek to reserve.
* Select a room and click reserve

“You can also search for roommates by clicking on “people finder” link on the reservation panel”

**YOU ARE ADVISED TO USE BOTH THE MANUAL AND ONLINE SYSTEMS.**

For assistance contact**: 0715 068244 / 0706 784777 / 0718 241114** or write to ***roomres@ueab.ac.ke***

Thank you:

*The connection* for UEAB.