

## Residential Accommodation Allocation Policy 2018/19

University Accommodation is provided in Guildford for a full academic year (approx. 38 weeks) for undergraduate students or a full year (approx. 50 weeks) for postgraduate students. Any accommodation guarantees, or priorities, only apply to students joining, or securing accommodation, from the start of the academic year in September.

### New Undergraduate Students

Undergraduate students who are new<sup>1</sup> to the University of Surrey are guaranteed a place in accommodation, provided the following conditions have been met:

1. Applied for accommodation<sup>2</sup> by 25<sup>th</sup> July 2018
2. Met the conditions of their formal academic offer by 25<sup>th</sup> August 2018.

### New Postgraduate Students

Postgraduate students, paying overseas fees, who are new<sup>1</sup> to the University of Surrey, are guaranteed a place in accommodation, provided the following three conditions have been met by 01<sup>st</sup> August 2018:

1. Applied for accommodation<sup>2</sup>
2. Met the conditions of their formal academic offer
3. The University is in receipt of the requested academic fee deposit

New postgraduate students, paying UK / EU fees, can apply for accommodation, but are not guaranteed<sup>3</sup>.

### Returning Students

Returning undergraduate and postgraduate students are not guaranteed<sup>3</sup>.

- Exception: Undergraduate students paying overseas fees, who started their current degree programme in 2015/16 or earlier are guaranteed accommodation, if they apply for accommodation by 13<sup>th</sup> March 2018.
- Students returning from a placement year, who apply by 13<sup>th</sup> March 2018, will be considered for rooms in Guildford Court; those returning from a placement year abroad will be prioritised.

### Other Groups

- Students starting a course at the Surrey International Study Centre will typically be offered accommodation if they apply<sup>2</sup> by 25<sup>th</sup> July 2018.
- Students with special requirements / extenuating circumstances that are given high priority support by the Additional Learning Support Department (ALS), will be offered accommodation. Returning students should apply for accommodation by 13<sup>th</sup> March 2018 and obtain the required support by this date. Please note support from ALS will be required each year that a student applies for accommodation.
- Incoming exchange students can apply for accommodation, but are not guaranteed<sup>3</sup>.
- Certain Students' Union designated posts are guaranteed a place in accommodation.

### Notes

1. 'New' refers to students who have not previously studied at the University of Surrey, at any level of study, including on a Foundation Course.
  - Students who have completed a course at Surrey International Study Centre are considered as 'new' students.
2. In order to apply for accommodation students must have successfully applied to the University of Surrey and made Surrey their firm choice, 72 hours prior to the accommodation guarantee deadline.
3. The expectation in 2018/19 is that those not covered by a guarantee or priority will not be offered accommodation.
  - This policy is reviewed annually and is subject to change.
  - Accommodation guarantees / priorities only extend to unaccompanied students applying for a single room. We are unable to guarantee the availability of accommodation for partners or families.
  - University accommodation can be provided both on and off the University campuses, in accommodation that is owned or managed by the University, or provided on the University's behalf by a third party.
  - Accommodation guarantees / priorities only extend to full year or full academic year, full time students.
  - Room bookings are only confirmed after a student has formally accepted their accommodation offer and made the appropriate prepayment.
  - Students not eligible for accommodation include: those on a placement year, studying part-time, writing up, assessment only or resitting part of their course, those who are absent or withdrawn, and occasional students.
  - The University reserves the right not to accommodate a student based on outstanding debts or the outcome of previous disciplinary processes.