

Couples, Family & Staff Accommodation Allocation Policy 2018/19

The University has a number of single rooms set aside for staff, and self-contained flats and houses available to let to staff or students with dependents. Please note that this type of accommodation is limited and cannot be guaranteed. Due to limited availability, the University does not provide long term accommodation for staff or student families (i.e. more than one academic year).

Staff Single Rooms

Staff single rooms are primarily intended to help new staff who are moving to the area for the first time. Due to limited availability, the University does not provide long term accommodation for staff. Applications will be held on a waiting list in date order and applicants contacted when a suitable room becomes available.

Couple and Family Accommodation

Students or staff with partners or dependants may apply for couple and family accommodation. This accommodation will be prioritised:

1. New Students
2. New Staff
3. Continuing Students or staff

Applicants will be allocated to a suitably sized property, subject to availability, using the following rules:

- Couples may apply for studio flats (Band F), one-bedroom flats and one-bedroom plus flats.
- Families with one child under three may apply for one-bedroom plus flats and two-bedroom flats.
- Families with one child over three or more than one child may apply for two-bedroom flats and larger properties.

Notes

- This policy is reviewed annually and is subject to change.
- The University is unable to guarantee the availability of any couple, family or staff accommodation.
- New students will only be allocated once they have accepted a formal offer of a place on a course, and if applicable, the University is in receipt of the requested academic fee deposit.
- Residents live in University accommodation under a standard licence agreement.
 - Students have their licence granted because of their intention to follow a course of study at the University. If they cease to follow a full time course of study at the University they will be required to leave residence. Students not eligible for accommodation include; those on their placement year, students who are part time, writing up, or resitting part of their course, those who are absent or withdrawn from their studies and occasional students. The university reserves the right not to accommodate a student based on outstanding debts or the outcome of previous disciplinary processes.
 - Staff have their licence granted because of their intention to undertake full time employment at the University. If they cease to be employed full time at the University they will be required to leave residence.
- The agreements will run from the date that the resident agrees to move in, and end in line with the academic year end date.
- Staff may give four weeks' notice to leave at any time. Notice must be given to Accommodation Services in writing.