

Student Residences for September 2016 Allocation Procedure for 'Returning' Students

This policy relates to the forthcoming academic year 2016/17 and it should not be assumed that the policy will remain the same for any subsequent years.

It is anticipated that applications will exceed the number of rooms available and applicants must understand that they are **NOT GUARANTEED** a room in any Residence.

Applications will not be considered from students if their accommodation fees for the current year are in arrears or they are in debt for accommodation fees or charges from previous years.

The Accommodation Office reserves the right to reject an application from individuals who have caused damage to residential property or distress to other residents during a period of residency, or has been the subject of any disciplinary action during a period of residency.

Who can apply?

- All currently enrolled full-time students who are expecting to re-register in September 2016.
- Postgraduate students who will continue their postgraduate studies for the whole of the 2016/2017 academic year.
- Any current resident with medical conditions or disabilities occupying an adapted room will be allowed to request accommodation for the 2016/17 academic year. Students should note that mention of special circumstances affecting their accommodation requirements will not in itself guarantee that a room will be available.

How do I apply?

Applications can be submitted online.

There will be a finite number of places available for returning students. Rooms are allocated in strict date order.

What accommodation is available?

Returner's accommodation is available in the Emily Davies Student Residence (non en-suite), Deanery and David Moxon Annexe Student Residences (en-suite).

Students may make a 'group' application to live in the same flat in Emily Davies. The group must not consist of more than 4 students. The cluster flats at Emily Davies have either 3 or 4 rooms. Each student applying as a 'group' can indicate in the **Notes Section of the on-line form** the 2 or 3 other students they wish to share with. Students will only be considered as a 'group' if all the applicants are mentioned on each of the on-line declaration forms. The Accommodation Office cannot be responsible for errors or omissions made by students on their application.

When will I hear if I have got a room?

Successful applicants will be contacted by email within 3 weeks of their application, with a Room Allocation.

Unsuccessful applicants will be informed by email. If they still wish to be considered for a room should one become available, their names will be kept on a Waiting List.

What happens next?

1. Room Offer given via the on-line application system
2. Offer accepted - within the period specified. *If the offer is not accepted within the specified period, the offer of accommodation will be withdrawn.*
3. £250.00 pre-payment required on acceptance. *If the pre-payment is not made within the specified period, the offer of accommodation will be withdrawn.*
4. Bank or Card Details are required authorising Direct Debit or Card instalments for balance of accommodation fees. *The offer cannot be confirmed until bank or card details are entered.*
5. Room confirmed.

Cancellation

Once the room offer is accepted and confirmed students may only withdraw from the contract and reclaim their pre-payment (within the terms of the Distance Selling Regulations) if a suitable replacement can be found or if they do not return to their studies in September 2016. All requests to terminate the contract must be put in writing to the Accommodation Office.

Distance Selling Regulations

If you wish to cancel any contract for accommodation made via Accommodation Online that you have accepted and made payments for, you may do so under The Distance Selling Regulations 2000. The regulations give you 7 working days beginning the day after acceptance and payment was made. To cancel please contact the Accommodation Office in writing by letter to: The Accommodation Office, East Park Terrace, Southampton, Hants, SO14 0RN or email: accommodation@solent.ac.uk. The right to cancel will be lost if we, with your consent start providing the accommodation (for example, you pick up the keys and/or move in) before the cancellation period expires.