

Estates Policy Statement EPS1

Student Accommodation – Allocations

Introduction

1. The University has identified certain groups of students for whom a place in one of the University's halls would be beneficial. The level of application for hall places currently outstrips supply and the University acknowledges a need to assist students searching for accommodation in the private sector.

New students

2. The security and community of a hall place is beneficial to those coming straight from school to University. The new young student is offered an opportunity to live in a community of other young new students who are also experiencing living away from home for the first time.

International and European Union students

3. The offer of a place in halls to students coming to an unfamiliar country to study for the first time must be a positive advantage in recruiting students to Middlesex University. The presence of international students with different cultural backgrounds in University halls adds to the total student experience. This must be balanced with the need to ensure that halls of residence do not become dominated by international students.

Students with special needs/disabilities

4. The University's policy of widening and deepening access places a responsibility upon the University to house students with special needs and disabilities where possible. Thus special consideration will be given to providing hall places for students with medical or other conditions, where such provision will be positively beneficial to the student's educational experience.

Policy

5. The University normally allocates places in halls to full-time students who have the greatest need for the security and comfort offered by this type of accommodation in order for them to benefit fully from the educational experience offered at Middlesex University. Wherever possible, places will be allocated to those attending the University for the first time and who do not live locally.

The University will endeavour to make the first offers of places in halls for the following September intake, by the beginning of April each year. This date is governed by the requirements to formally agree both the rents and the tenancy terms and conditions by the end of January each year, then to be accepted and minuted by the Recruitment Operations Group and for the rents to be updated in the MISIS database.

Principles

6. The following principles will be used to guide the allocation of hall places:

- The University will aim to accommodate as many new full-time students requesting accommodation who are school leavers and whose parental homes are at least fifty miles from London, as possible.
- Normally, 100% of room places will be allocated to students coming to the University for the first time.
- All full year, fee paying international students (ie this assurance does NOT apply to EU/UK students) coming to Middlesex University for the first time at the start of the September academic year are guaranteed a place in halls providing that an accommodation application has been made with the non-refundable deposit by the published date each year. Failure to comply with these conditions will result in no place being guaranteed. Every effort will be made to offer a hall room to international students who start their courses in January however there are no guarantees.
- No more than 70% of the total number of spaces in any hall will be allocated to international students under normal circumstances.

- Students will be offered either a 40-week or 50-week contract. Students who opt for a 40-week contract may extend their stay for up to 50 weeks subject to availability which may vary between halls. If we, or our Accommodation Partner Viridian Housing, are unable to extend the contract on the room currently occupied every effort will be made to offer an alternative hall or room for the additional 1-10 weeks requested.
- The policy regarding allocation of places for single semester students (20 week contracts) needs to be kept under review. Where balance can be achieved between first and second semester numbers in any hall, up to 5% of the hall spaces will be set aside for single semester students.
- The University will endeavour to provide residential accommodation for all full-time students with special needs and difficulties who apply. Normally, these students will be offered this accommodation for the duration of their full time studies at Middlesex University.
- The University will try to offer hall places to students who may find it difficult to live at home for a variety of reasons or need to live away from home. Students referred through Academic Advisers or Counsellors in emergencies will be treated sympathetically and, where possible, will be offered a hall place or given assistance in finding suitable accommodation in the private sector.
- Middlesex University offers help and advice to students seeking accommodation in the private sector.

This policy statement was approved by Management Team at its meeting on 21 February 1994, and reviewed in June 1998. It was subsequently reapproved by Management Team at its meeting on 15 June 1998, and again following a review by Executive on 13 March 2003. It is due for review in March 2008. Reviewed by Executive on 20 July 2010. Approved by Management Team 22nd January 2014. Reviewed and re-approved January 2016 due for review January 2018.

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