

Canterbury Christ Church Allocation Policy

Canterbury Christ Church University accommodation is primarily offered to undergraduate students in their first year of study with the University who are studying for a full academic year. This group of students will be given priority providing they meet the following criteria:

- They do not live in the Postcode restricted area, as set out in the Universities Terms and Conditions found on our website.
- The application is received by 31 July in the year they are to attend university.
- They have allocated Canterbury Christ Church University as their "Firm choice" through the UCAS university application process.

Any student which satisfies the above criteria will be guaranteed a place in University residences.

Students with Special Accommodation Requirements

Students with a medical condition or disability and special requirements with regard to accommodation will be considered as a priority.

Working closely with the University's Disability Advice Team, the Accommodation Team will identify the needs of individual disabled applicants, students with medical conditions and those with specific requirements, in order to ensure that the most suitable accommodation is allocated.

Disabled students and students with special requirements are given priority in the allocation of accommodation, as long as they are able to provide appropriate supporting evidence from a qualified medical practitioner, if required.

In order to be allocated the most appropriate accommodation, applicants must disclose their medical conditions, disability or specific requirements during the online application process. If a student fails to disclose this information, or only does so after they have been allocated accommodation, the Accommodation Team cannot guarantee the reallocation of more appropriate accommodation. In special circumstances where, for example, a student would find it difficult/impossible to find suitable accommodation in the private sector, permission may be given for a 3 year continued stay within the University accommodation, however this is not common practice and will only be considered if the student would be unable to continue their studies unless they remain in University accommodation.

Care leavers will be guaranteed accommodation in their first year of student, providing they meet criteria 2 and 3. The post code criterion is not applied to Care Leavers, but supporting documentation will be required on application.

Students under the age of 18 on 17 September (of year of entry) will be given priority allocation to the most appropriate accommodation at the selected Campus, providing they meet all the criteria.

Applications from prospective EU undergraduates will be treated in the same way as applications from prospective UK undergraduates.

Postgraduate and Mature students

UK postgraduate students will not be allocated a room in the university halls unless they meet the above criteria for Special Accommodation requirements.

International and EU postgraduate students will be allocated university accommodation as long as they meet the application criteria set out in the Terms and Conditions of Application for Accommodation.

The Accommodation team make every effort to place Postgraduate and Mature students (over 21 years old) within specially designated accommodation; however in some circumstances it may be necessary to allocate a room in accommodation alongside undergraduates.

International undergraduates

International and EU/EEA applicants who accept an offer to study at Canterbury Christ Church University for a minimum of a full academic year, and who meet all university entry requirements, will be considered for a place in university accommodation provided an online application is received in advance of the year of entry. This does not constitute a guarantee that international applicants will be offered their preferred choice of accommodation.

International students will be allocated to mixed nationality accommodation - they will not have separate provision that segregates them from home/EU students

April Allocations

The April intake of students is very small and unfortunately does not fit in with the standard licence dates of the University. Students who commence their course in April often have to be placed in rooms which have become available during the year, within houses that are already being occupied by students who arrived in September. Furthermore there is the possibility of relocation in June when the standard licence period ends to place them with student groups who stay beyond this date.

Students who start in April will initially be offered a licence for the first term. In September they will then be given the choice of finding accommodation in the private sector or returning to University accommodation, although not necessarily in the same room, and this licence would be from September until the following July.

Programmes of Student of one term or less

Canterbury Christ Church University offers several undergraduate and postgraduate programmes that have teaching periods which differ from standard programmes. Special provision is made to accommodate these non-standard dates at specific halls of residence. Applicants who will require this provision will be directed to it through the on-line application process. Extended teaching dates cannot be accommodated anywhere other than at the specified halls. For programmes of one term or less it is usual that Homestay accommodation will be offered rather than University residencies but neither can be guaranteed.

Applications and Allocation process

Students are able to apply for accommodation via the online process, as soon as they have accepted a Conditional Offer or an Unconditional Offer to study at the university.

Rooms are allocated on a first come first served basis, regardless of whether a student has a Conditional Offer or an Unconditional Offer. The only exception to this rule is the one bedroom and studio flats where several different factors are considered before allocating the 50 week contract.

Students who make us an insurance choice, or go through the clearing process, will not be provided with accommodation. However, the Accommodation Team will provide support by arranging Accommodation Fairs and help can also be found on finding accommodation through the private sector via the Accommodation Services website.

Students may still apply for accommodation once they are UF or CF and may be put on a waiting list. Accommodation which becomes available will be offered to the next eligible person on the waiting list who is eligible for accommodation. However, the post code criterion is still valid and students who live locally will be the lowest priority on the waiting list.

Students must accept any offer of a room by the deadline stated in the licence offer. To proceed with the offer they have to follow all the instructions on the online application process, including acceptance of Terms and Conditions, paying the £100 Administration Fee and setting up a payment plan. Students in financial difficulty who may find paying this fee difficult should discuss their situation with the Student Financial Support Team in Student Health and Wellbeing, for further information and advice. Students who decide not to accept the licence for their room will automatically be placed back on the waiting list and may not get another offer if the accommodation is already full with allocations.

Amanda Browne
Accommodation Manager
March 2014