

Allocation Policy for Student Accommodation 2018/2019

Introduction

- This policy refers to the allocation of rooms in Southampton Solent University Student Residences (Southampton Campus).
- The University operates a fair allocation policy that does not discriminate on grounds of race, colour, religion, ethnicity, sexuality, age, gender or disability.
- This policy will be reviewed on an annual basis

Allocation Criteria

- Applications are welcomed from prospective full-time applicants and full-time students registered with Southampton Solent University
- Priority is given to new first year applicants provided they make Southampton Solent University their firm choice
- A proportion of rooms are set aside for returning students. The number of rooms may vary each year depending on target figures for new students. These rooms are allocated in accordance with the [‘Allocation Policy for Returning Students’](#).

Allocation Process

- The application and allocation process is managed by the Accommodation Office informed by student recruitment data received from Planning & Information, and advice from Access Solent and the International Office.
- On-line applications for returning students will open at the start of February. Students will be advised of their allocation by email within four weeks of their application.
- On-line applications for all other applicants holding a firm offer will open on **20 March 2018**
- Allocation of rooms for applications received will commence from **May 2018**
- Accommodation for a ‘standard’ room in student residences is guaranteed providing an application is received prior to the **1 June 2018**
- The University aims to be inclusive to all its students, and offers suitable accommodation to meet their needs. There are a limited number of accessible rooms available and we will endeavour to make reasonable adjustment where possible. Support is provided to assist students with disabilities or special needs to source alternative accommodation if university accommodation is not available.

- Rooms will be allocated in date order of the application being received
- There is no guarantee an applicant will be offered their most preferred choice. However, every effort will be made to offer as high a preferred choice as possible from those selected in the application.
- Applicants with an Insurance Offer, late application or apply through the Clearing system will not be invited to apply for accommodation until they have an accepted firm offer. Accommodation may not be available in student residences and should this be the case, advice and support will be provided regarding finding accommodation in the private rented sector.
- There is no provision in University accommodation for students' families. Support is provided to assist students with families to source alternative accommodation.

Additional Information

The University requires individuals as a condition of their course application to disclose any relevant criminal convictions and related information. For further information on the University's Policy for acceptance of ex-offenders, see: '[Declaration of Criminal Convictions](#)'. Following any offer of accommodation if a student is found to have a criminal record that makes it inappropriate for them to live in a communal environment, the offer will become null and void.