

## Undergraduate Clearing and Adjustment Students 2019/20

### Will students who enter the University via the Clearing/Adjustment route be allocated campus accommodation?

Clearing and Adjustment applicants who hold an Unconditional Firm offer with Brunel University London and apply for accommodation by 29 August will be offered a campus room.

Please note: Clearing and Adjustment students who apply after 29 August may have to wait until later for a campus room.

### How do I apply for campus accommodation?

If you would like to be considered for campus accommodation you will need to complete the accommodation application form online. When you have an Unconditional Firm offer with Brunel you will be given a Brunel student ID number and will then be able to complete our online accommodation application form. The first step is registering with the Accommodation Centre Hub: <http://accom.brunel.ac.uk/apply> to submit your room preferences and complete the application form. You will be able to submit this form approximately 24 hours after you have been issued with your Brunel student ID number.

Accommodation for Clearing and Adjustment applicants is allocated based on the date that both your unconditional offer and your room application are received by Accommodation Centre. To secure accommodation you must ensure that you accept the room offer within the time frame given (normally 2 to 3 days) and have funds readily available to pay the £350 booking fee (single rooms). It is important that you complete these steps within the time frame given.

### How and when will I hear if I have a campus room allocation?

As soon as we are able to offer you a room, Accommodation Centre will send you details of your allocation by email. Please check your email account, inbox and junk mail folders on a regular basis and ensure that you are not close to reaching your storage limit as you will risk not receiving your allocation information. If you have provided a mobile number, Accommodation Centre will text an alert

to you to help remind you to meet important deadlines.

NB Accommodation Centre will try to allocate your preferred type of accommodation; unfortunately due to demand this cannot be guaranteed.

### What do I need to do to accept my campus room offer?

Before accepting you should make sure you read, fully understand and agree to the terms of the Residences Rules & Regulations and the Licence Agreement as together they create legally binding obligations. A copy of the Residences Rules & Regulations can be found at [www.brunel.ac.uk/services/accommodation/residence-regulations](http://www.brunel.ac.uk/services/accommodation/residence-regulations). The Licence Agreement and the Residences Rules & Regulations are governed by English Law which international students may find quite different to the law that applies in their own country. **Please take advice before signing if you feel you need it.**

You will then need to log in to the Accommodation Centre Hub at <http://accom.brunel.ac.uk/apply> to accept your Licence Agreement and pay the £350 booking fee (single room) online by your deadline date. Please follow the instructions given in your allocation email and ensure you meet the stated deadline.

### How much will my campus room cost?

Rents for 2019/20 will be set by June 2019. The rents for 2018/2019 are as follows (for guidance purpose):

- **Standard room**
- Saltash, Chepstow, Clifton £111.37 per week
- **En suite room:**
- Galbraith, Fleming £146.09 per week
- Lancaster, Bishop, Isambard £149.17 per week
- Mill £153.51 per week
- Faraday £156.52 per week
- **Studio flat** £218.40 per week
- **One bedroom flat** £249.48 - £257.18 per week

After you have taken up residence your invoice for accommodation will be sent via email directly from the Finance Office with details of how and when to pay. You will be able to view your Licence Agreement by accessing our online system at <http://accom.brunel.ac.uk/apply>.

### I no longer require a room on campus, what do I need to do?

All cancellations must be submitted to Accommodation Centre at <http://accom.brunel.ac.uk/apply>. Once you have logged in go to: 2019/20, request forms, cancellation form. Please note that if you have been offered a room and made payment of the booking fee cancellation charges may apply as below:

You will have seven days from the payment date of your booking fee to cancel your room offer/allocation and receive a full refund of your 2019/20 booking fee (provided that your Licence Agreement does not begin within this 7 day period). The payment date is counted as the first day.

After the 7 day booking fee cancellation period accommodation cancellation charges will apply to cover the additional administration expenses incurred in finding a replacement and processing their documentation (this includes if the cancellation is caused by a visa rejection/refusal).

### I want to live off campus, can you help?

The Accommodation Centre helps students to secure an off campus house through Brunel Student Lettings. We have over 70 properties available which students are able to lease from Brunel University London.

To form a new group, to find a house mate or to advertise a room available within their property Brunel students can join a facebook group at <http://www.facebook.com/groups/brunelstudentlettings>. Adverts can be posted by both head lease students and those in private lettings.

For more details on off campus accommodation please visit the Brunel Student Lettings website: [www.brunel.ac.uk/lettings](http://www.brunel.ac.uk/lettings)

### How can I find out more information?

If you require further information regarding the halls of residence please visit [www.brunel.ac.uk/services/accommodation/residences](http://www.brunel.ac.uk/services/accommodation/residences) and our online Question & Answer Centre at <http://accominfo.brunel.ac.uk>. A wide range of information regarding the halls can be found here including a 360 virtual tour of every hall, room sizes and photos of the typical types of rooms available in each hall.

This information is a brief summary of accommodation information for Clearing/ Adjustment Students. For further information please visit the Accommodation Centre website [www.brunel.ac.uk/accommodation](http://www.brunel.ac.uk/accommodation).

PLEASE NOTE: All information contained in these notes has been checked and is correct at the time of publication but may be subject to change at any time. The University reserves the right to reasonably alter its Accommodation Policy at any time that it considers appropriate.

### ACCOMMODATION CENTRE CONTACT DETAILS

**Address:** Accommodation Centre Office, Brunel University London, Uxbridge, Middlesex, UB8 3PH, UK

**Call Centre & Self-Service System:**

+44 (0) 1895 267 900

**Text/SMS (Text messaging service):**

+44 (0) 7860 023 026

**Online Chat:** <http://accominfo.brunel.ac.uk/>

**Question & Answer Centre:**

<http://accominfo.brunel.ac.uk>

**Website:** [www.brunel.ac.uk/accommodation](http://www.brunel.ac.uk/accommodation)

You will be able to find further information sheets at the Accommodation Centre Office and on our website at [www.brunel.ac.uk/services/accommodation/publications-and-leaflets](http://www.brunel.ac.uk/services/accommodation/publications-and-leaflets).



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