**Accommodation Application Form 2016/17**

**Please tick:**

**International student Recruiter:**

**Home/EU student Agent:**

**Student Application number:**

**Branch campus:** London / Birmingham *(please delete as applicable)*

**Personal details**

|  |  |
| --- | --- |
| **Title:** |  |
| **First name:** |  |
| **Last name:** |  |
| **Date of birth:** |  |
| **Nationality:** |  |
| **Home address:** |  |
| **Postcode:** |  |
| **Telephone:** |  |
| **Mobile:** |  |
| **Email:** |  |
| **Course:** |  |
| **Academic year:** |  |
| **UCAS number:** |  |

**Guarantor details:**

|  |  |
| --- | --- |
| **Name:** |  |
| **Date of birth:** |  |
| **Relationship:** |  |
| **Telephone:** |  |
| **Mobile:** |  |
| **Email:** |  |
| **Address:** |  |
| **Postcode** |  |

**Emergency contact details (if different to guarantor)**

|  |  |
| --- | --- |
| **Name:** |  |
| **Relationship:** |  |
| **Telephone:** |  |
| **Mobile:** |  |
| **Address:** |  |
| **Postcode** |  |

**Accommodation requirements**

|  |  |
| --- | --- |
| **Room type:** |  |
| **Accommodation preference 1:** |  |
| **Accommodation preference 2:** |  |
| **Accommodation preference 3:** |  |
| **Check in date:** |  |
| **Check in time:** |  |
| **Contract options:** | 43 weeks / 45 weeks / 51 weeks *(please delete as applicable)*  Other (please specify) |
| **Weekly budget (including utility bills):** |  |
| **Additional requirements:** |  |

**Payment options – deposit and rent**

Rent can be paid either by Direct Debit or by Credit or Debit card. Please note, Credit Card payments will incur a surcharge.

**Terms of payment   
  
Payment in full** (International and GB/Home students)

Students will be invoiced.

|  |  |
| --- | --- |
| **Would you like to pay your rent in full?** | Yes / No *(please delete as applicable)* |

**Instalments** (Please note, this option is only available for GB/Home student. International students must make a payment in full.)

|  |  |
| --- | --- |
| **Would you like to pay your rent in instalments?** | Yes / No *(please delete as applicable)* |

**Student declaration:**

I confirm that I am or will be a qualifying student under the 1988 Housing Act in full-time education during the academic year 2016/2017. I confirm that all of the information provided above is correct. I am also aware that a reservation fee is required to finalised the booking, and that once paid, this fee is only refundable within 14 days following payment and no-refundable after this 14 day period.

**Signed:**

**Printed:**

**Date:**

**Supporting documents:**

All students must provide copies of one form of photo identification and one form of proof of your studies. At least one of these must be a photographic ID. Please mark with ‘X’ to confirm what you will be providing in support of your application.

|  |  |
| --- | --- |
| **Photo ID**  ***(Please mark with X as applicable)*** | **Passport  Drivers License**  **Other (please specify)** |
| **Proof of study**  ***(Please mark with X as applicable)*** | **Valid student card  Course confirmation letter** |

**Further information**

To discuss your accommodation requirements, please contact Chantelle Smithson

Tel: **+44 (0) 121 616 7456**

Email: [**chantelle.smithson@qa.com**](mailto:chantelle.smithson@qa.com)

\*We act as a referral only with each of our accommodation partners. When you are ready to book, we will help you submit your booking to the relevant provider who will then manage your tenancy agreement. Please note your accommodation contract is with the accommodation provider and not with QA Higher Education or the University of Ulster.