

Student accommodation – eligibility and room allocations

When processing accommodation applications we endeavour to ensure that all applications are treated fairly and to allocate based on the preferences you have selected, offering a room that matches the highest preference possible, based on the room availability we have at the time we process your application. The university seeks to encourage and promote an inclusive approach to accommodation provision and to provide a safe, accessible and welcoming environment for all students including those with protected characteristics. If you have a disability, medical condition or are interested in living in single gender accommodation we encourage you to discuss your specific needs at the earliest opportunity with our accommodation team at student.accommodation@uhi.ac.uk

Eligible applicants

New students who have accepted a conditional or unconditional offer of study at the university, as well as continuing students who have expressed an intention to return to the university are eligible to apply for university accommodation. This includes full-time and part-time students of the university. The minimum age for applications is 16 and you must be 16 on or before your tenancy starts.

Priority groups applicants

Applications from students who meet any of the following criteria will be considered a Priority Applicant for the purpose of allocating accommodation (in no particular order):

- Any applicant with a physical or mental impairment (as defined under the Equality Act 2010).
- Any applicant who is a care experienced – Care experienced refers to anyone who has been, or is currently in care. This care may have been provided in many different settings such as, Kinship care (living with a relative who is not your mum or dad) or looked after at home (with the help of social work).
- Any applicant who is estranged – an estranged young person is someone who no longer has the support of their family due to a breakdown in their relationship which has led to ceased contact. This might mean your biological or adoptive parents or wider family members who have been responsible for supporting you in the past. Estranged students have no experience of being in care and do not have a corporate parent in charge of them.
- Any applicant who is a carer – A carer is someone who has paid or unpaid caring responsibilities for a family or friend who is frail, disabled or has mental health or addiction problems.
- Any international applicant.

Applicants who meet one or more of the above categories should select all those that apply on their application form. Priority applicants may be contacted by the accommodation team once an application is received to discuss further requirements, support, or to request more information. The University will work with applicants to assess their needs and make all reasonable adjustments to ensure that they can access appropriate accommodation.

Reserved rooms

The University reserves a number of rooms for Priority Applicants. This means that a number of rooms will be reserved exclusively for Priority Applicants, and will not be allocated to non-priority applicants until 1st July each year. Once all reserved rooms have been allocated, Priority Applicants will be allocated any remaining unallocated rooms on a first-come, first-served basis.

Allocation criteria

Rooms are allocated to eligible applicants on a first come, first served basis per the date of application received with the exception of Priority Applicants. All successful applicants who meet the relevant allocation criteria will be allocated a room in accordance with any specified room preferences or requirements, subject to availability. Any students who require a specific room for medical reasons may be asked to provide supporting medical evidence of this prior to allocation.

Every effort is made to place students according to their preferences but high demand for certain types of accommodation and/or locations means this cannot be guaranteed.

Room offers

We will endeavour to send room offers within 14 days of your application being received however this may take longer during busy periods. Applicants will be notified by email via the email address provided with their accommodation application that they have received a room offer and should then login to the accommodation portal to accept or decline their offer. Applicants must accept their room offer by the expiry date given. After the expiry date it will be assumed that the room is no longer required and will be allocated to the next eligible applicant.

Any student with a history of University residential debt or who has a serious disciplinary record will not be offered accommodation. The University Accommodation Office reserves the right not to offer accommodation to any applicant.

Room preferences

All single rooms are within mixed gender and mixed age (including under 18s) clusters, which includes shared living and kitchen space. Studio rooms have self-contained kitchen and living space. All rooms (single and studio) are en-suite. Accessible rooms are also available at all university residences. Preference for room types will be recorded in the application process and whilst every effort will be made to accommodate these preferences during the room allocation process, this cannot be guaranteed and is subject to availability.

Students are able to request to be placed in a 'quiet' or 'single sex' flat however it is not possible to guarantee that a request of this type of accommodation can always be met and once moved in we cannot guarantee or enforce.

Waiting List

Once all available rooms have been allocated, eligible applicants will be placed on a waiting list, and allocated rooms in the event of withdrawals, cancellations, or upon the release of any unused reserved rooms, based on their position on this list.

Cancellations and Withdrawals

In the event than an applicant has to withdraw or take leave of absence from the University following submission of their accommodation application, they should inform the accommodation team as soon as possible to allow other applicants to be allocated a room.