



Office use only:

Date Received

Allocation

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**APPLICATION FOR ACCOMMODATION 2016-17
SOUTH ESSEX COLLEGE NEW FE STUDENTS**

PERSONAL DETAILS

Family Name:

First Name(s)

College ID No:

Address:

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Post/Zip Code:

Telephone Number: Mobile:

Email Address*:

***This email address will be used for all communication between the University and you; it must be kept active and up to date.**

Male Female Date of Birth: Age:

ACCOMMODATION REQUIRED

Do you require accommodation in a single gender flat? Yes No No Preference

Please note that single gender flats are not guaranteed

Please note that ALL our accommodation is no-smoking

Which type of accommodation would you prefer?

(Please mark your choice with a number, with 1 being your first choice, 2 being your second choice)

Single Ensuite Room in University Square Studio Flat in University Square

Although every effort will be made to offer you one of your preferences, we cannot guarantee it.

Do you have a disability which means you will require an adapted room? Yes No

If you answered YES to the above, please let us know what type of room you require:

Deaf Adapted Wheelchair Adapted Both

For more information on University accommodation at Southend , please visit:

http://www.essex.ac.uk/accommodation/residences/university_square/default.aspx

Additional Information:

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Signed: Date:

To return this form to us electronically, click the **SUBMIT** button below to send using email to accadmin@essex.ac.uk
Alternatively, print the completed form and deliver, by hand or post, to the Accommodation Office, University of Essex, Wivenhoe Park, Colchester, C04 3SQ. Closing date for applications is **26th August 2016**.

Please turn over for more details about the accommodation on offer.

<u>Accommodation Charges for 2016-17</u>	<u>Nightly</u>	<u>Weekly</u>
Single ensuite room in University	£19.32	£135.24
Square Studio flat in University Square	£23.83	£166.81

Insurance

Endsleigh Insurance Services will be the provider of student accommodation insurance. The University has arranged a block halls policy for all students in University owned accommodation to insure their personal effects. There is no additional charge for their standard insurance cover provided. However, if you need to increase your level of cover or purchase additional cover for specific items not included in the standard policy this can be done through Endsleigh Insurance Services directly. Further details including a summary of the standard cover provided by the block halls policy can be found [here](#).

WHAT YOU NEED TO BRING

Study Bedrooms

All the single study rooms are fully furnished with a single bed, a desk and bookshelves. You will need to bring your own bedding and towels.

Kitchens

Kitchens are equipped with a cooker, refrigerator, freezer, microwave oven, kettle, iron, ironing board and storage units. You will need to bring your own crockery, cutlery, saucepans, frying pans and other cooking utensils

If you want, you can buy your essential items before you arrive at the University, through Everything Essex. They provide bedding and cooking and eating packs, containing all the items you will need in your student accommodation. For further information, please visit <http://www.everythingessex.co.uk/Home-Packs/>

For more information on Accommodation and lots of other useful information, please visit www.essex.ac.uk/accommodation/

The University of Essex has a notification under the terms of the Data Protection Act 1998 to enable it to hold and process personal data about its students and landlords for the purposes of providing accommodation for its students. Data will be processed in accordance with the provisions of the Act and will only be disclosed within the University to members of staff who need to know it in order to carry out their duties, or to others connected with the University for University-related activities or events. The University works in partnership with Derwent Living & ULiving to provide campus accommodation. Information about students in accommodation is shared with Derwent and ULiving in order to provide a consistent and efficient service to students.