

## Information for International Students Applying for Halls 2009/10

**Contact Details** All correspondence from Housing Services will be sent by email. **Please ensure we have your up-to-date correspondence e-mail address.**

**Write your email address clearly**, we cannot be held responsible if we are unable to enter the correct details onto our database.

Please ensure your email account is set up to allow you to receive attachments and bulk email. There are a several ways to ensure delivery to your Inbox:

1. Put our address accommodation@arts.ac.uk into your address book.
2. Put our address accommodation@arts.ac.uk onto your safe list
3. Deactivate your 'Inbox Protect' (this will allow all bulk mails to go to your Inbox)

**Start date of your English language classes** If you are an international student attending English language classes before the start of your academic course, please write the start date clearly. Please note that while we will do our best to offer you a room in the Hall of your choice from September 2009, we may not be able to do so during your language classes. This is because you will be arriving in the middle of the residence year and there will be students living in Halls already. Thus you may be staying in one Hall until the end of August 2009 and then move to another Hall in September.

**Facilities for Students with Disabilities** Do you have a disability? If yes, please provide full information and include a doctor's note / medical certificate. All information will be treated in strictest confidence within the Housing Services team in order to facilitate your accommodation needs.  
The University is committed to equal opportunities and access. We will do our best to arrange appropriate support and facilities for students with disabilities. If you think you might need additional assistance with your living arrangements please contact Housing Services, or our Disability Team at Student Services 65 Davies Street, London W1K 5DA, tel: +44 (0)20 7514 6157 textphone: +44(0)20 7493 4524, fax: +44(0)20 7514 6219, email: [disability@arts.ac.uk](mailto:disability@arts.ac.uk)

**Accommodation Preferences** We ask for your preferences, but cannot guarantee we can offer you a room in a hall of your choice. Some halls are very popular and heavily oversubscribed. We reserve the right to offer you a room in any hall, even if it was not included in your preferences, as an alternative.

**Facilities for Students Under age 18** Under the terms of the Children's Act 1999, any student who is under the age of 18 as of 1<sup>st</sup> September in the year they join the University can only be accommodated in properties owned and managed by the University. In the 2009/10 academic year, this will be Furzedown and Cedars Halls only.

**Date you will move in** This will usually be the week before the start of your enrolment week, normally 2 weeks before the start of term. It is usually possible to move in earlier should you wish, but this must be agreed with Housing Services in advance. Please note your rent will be charged from the day you move in or the start date of the contract whichever is earlier.

**International Students Application for Halls of Residence 2009/10**

**Student ID:**  
Family Name:  
First Name:

Date of Birth:  
Male/Female:  
Course:

Your Contact Address is:

**Please give details of any temporary  
Correspondence Address over the summer:**

Tel:

Fax:

Mobile:

Correspondence Email:

***If you change your contact details at any time please advise Housing Services at the address below.***

1. Which date will you move into your accommodation?  (dd:mm:yy)

2. Which date will your Academic course start?  (dd:mm:yy)

3. Which date will your English language classes start?  (dd:mm:yy)

4. Disabilities : \_\_\_\_\_

(If appropriate, continue overleaf and attach medical certificate if applicable. Please see attached notes)

**We ask for your preferences, but cannot guarantee we can offer you a room in a hall of your choice. Some halls are very popular and heavily oversubscribed. We reserve the right to offer you a room in a hall, even if it was not included in your preferences, as an alternative.** Please tell us your first, second and third accommodation preferences by writing the numbers 1, 2 and 3 in the boxes.

Furzedown Hall	<input type="checkbox"/>	Cordwainers Court	<input type="checkbox"/>	Walden Street	<input type="checkbox"/>
Cedars Hall	<input type="checkbox"/>	Brooke Hall	<input type="checkbox"/>	Julian Markham House	<input type="checkbox"/>
Furzedown Flats	<input type="checkbox"/>	Will Wyatt Court	<input type="checkbox"/>	Ewen Henderson Court	<input type="checkbox"/>
Coopers Court	<input type="checkbox"/>	Don Gratton House	<input type="checkbox"/>	Manna Ash House	<input type="checkbox"/>
Bernard Myers House	<input type="checkbox"/>	Hale Village	<input type="checkbox"/>		

Do you have a Preference of room size (if relevant)      Standard       Medium       Large       Studio

**Please sign below and return this form to:**

Housing Services, University of the Arts London, 65 Davies Street, London. W1K 5DA United Kingdom

Fax Number: +44 (0) 207 514 6247

E-mail: accommodation@arts.ac.uk

**I have read and understood the information  
for Halls of Residence Applicants**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date