

Allocation Policy for Queen's University Accommodation 2024-25

1. Who is eligible to apply

Queen's University Belfast (Queen's) welcomes applications from: -

- undergraduate and postgraduate students studying on a full-time basis at Queen's,
- studying on a Queen's validated Foundation programme (delivered through Belfast Metropolitan College or Southwest College,)
- studying on a full-time course at other higher and further education institutions in Northern Ireland

Please note that accommodation at CAFRE's Greenmount campus is separate to Queen's therefore, please contact [CAFRE](#) for more information about their accommodation options.

2. How to apply

To apply for a place in Queen's Accommodation, please complete the online application form found [here](#).

3. Allocation process

Queen's Returning Students

- Returning students progressing to their next year of study will be offered a room on a first come, first served basis determined by accommodation application date and subject to room type availability.
- Any student who has an extension in their study, has temporarily withdrawn, required to repeat with attendance, or has changed subject will be treated as a Queen's returning student.

Accommodation welcomes applications from returners who,

- Wish to be allocated to Grant House, Guthrie House, College Gardens and Mount Charles
- Wish to be allocated accommodation with our nominated partner Student Roost, in John Bell House and Swanston House in Belfast city centre. (Queen's accommodation is managing the allocation of the rooms in these buildings.)

Queen's First Year Students

Our Guarantees

Queen's guarantees an offer of accommodation in university managed, or nominated student accommodation in Student Roost, for the first year of study to all undergraduate and postgraduate students studying on a full-time basis at Queen's. The following conditions apply:

- a) **The student is from outside Northern Ireland (as per their address details entered on UCAS) or direct entry.**
 - b) **The student is coming to study at Queen's for the first time** - this means that the student is not a returner or has not previously suspended studies.
 - c) **The student is unaccompanied** – this means that the student is coming without dependant family members, including spouse or partner. Information on family accommodation is detailed in **section 6**.
- **Great Britain (GB) and Republic of Ireland (ROI) students** must have either:

firmly accepted their undergraduate offer (Conditional Firm (CF) or Unconditional Firm (UF) through UCAS or Conditional Accept or Unconditional Accept via Direct Entry for

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non UCAS applicants): **or** accepted their postgraduate offer, **AND** have submitted an online application for accommodation **by 30 June 2024**.

- **International students** (categorised as 'overseas' for fee purposes) on a full-time programme must have firmly accepted their undergraduate or postgraduate offer (CF or UF through UCAS or Conditional Accept or Unconditional Accept via Direct Entry for non UCAS applicants) **AND** have submitted an online application for accommodation **by 30 June 2024**.
- ***International students on a single semester visiting or exchange programme** must have submitted an online application for accommodation by 1 August 2024 for September 2024 arrival or by 30 November 2024 for January 2025 arrival.

The following minority cohorts of Queen's students will be guaranteed an offer subject to the conditions set out here (irrespective of year of study)

- **Elite Athlete Programme (EAP)** - Queen's guarantees accommodation to students studying at Queen's who have been offered an EAP award from Queen's Sport for the 2024-25 year **and have applied for accommodation by 30 June 2024**.
- **Disabled Students** – Queen's guarantees accommodation to Queen's students who, because of their mobility are not able to access public transport or travel to/from the University to their home address daily and, as a result may prevent them from attending University. **Applications for accommodation must be made by 30 June 2024 AND students must have registered with Queen's Disability Services [HERE](#)**

Students who need assistance or who have specific requirements for their accommodation, associated with their disability, or medical condition **must provide all relevant information included on their application form**; late requests cannot always be supported.

- **Care Leavers** – Queen's guarantees any student who is leaving care of their local authority or Health and Social Care Trust and has accepted an offer to study at Queen's. Students **must have applied for accommodation by 30 June 2024** and provide written, supportive evidence from the local authority or Health and Social Care Trust to Queen's Widening and Participation Department.
 - **Irreconcilably Estranged Students** – Queen's guarantees undergraduate students, who are deemed by the relevant funding body to be irreconcilably estranged. Students **must have applied for accommodation by 30 June 2024 and be able to provide evidence from their relevant funding body to us**. For more information about support for estranged students the [Standalone](#) website may help. [Advice SU](#) can also provide advice with regard to applying for funding as an irreconcilably estranged student.
- *If rooms are oversubscribed, Queen's reserves the right to impose an earlier deadline for guaranteed student's applications and will highlight this on its accommodation webpages and social media channels.*

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4. Important points to note.

- **Room Type offered:** Queen's will make every effort to allocate students a room type and location based on the preferences they identified on the application form. However, where this is not always possible, Queen's will make an alternative offer for another available room. Students do not have to accept this offer, but it should be noted that **subsequent offers will not be made, and the application will be cancelled.**
- **Accepting or declining the offer:** Students will be given 48 hours in which to accept their offer of accommodation - this will be detailed in the offer email. Students who have not accepted their offer within 48 hours or who decline the offer of accommodation and if eligible **will forfeit the guarantee** and the offer will be withdrawn and their application will be cancelled. If accommodation is subsequently required, a new application must be made, a subsequent offer is not guaranteed.
- **Closing date for guaranteed accommodation:** A guarantee of an offer for accommodation is linked to the accommodation application date. Only accommodation applications received **before 30 June 2024** or such earlier date as may be notified, will be guaranteed an offer for accommodation, at Queen's or a nominated accommodation partner in the event of over demand. (**this excludes international students on a single semester visiting or exchange programme, as set out in point 3 above*).

*Applications made **after 30 June 2024, or such earlier date as maybe notified**, will be classed as late, however, will still be considered and processed subject to availability.*

5. Non-Guarantees

Queen's Students from Northern Ireland (NI) as per their details entered on UCAS)

NI students are not guaranteed a room in Queen's accommodation however priority for allocation will be given to those students who on 30 June 2024,

- Applied for accommodation.
- have firmly accepted their undergraduate offer (CF or UF through UCAS or Conditional Accept or Unconditional Accept via Direct Entry for non UCAS applicants)
- or accepted their postgraduate offer and have submitted an online application for accommodation.
- Students will only be allocated when they have been accepted onto a course (i.e. status is UF)
- **allocations will be based on distance lived from campus;** preference will given to students living further from campus.

6. Families and Accompanied Queen's Students

Students coming to Queen's with dependants, for example, a spouse, partner, children, or chaperone, should submit an online application as early as possible due to high demand for family/group accommodation. Given that suitable accommodation is limited, Queen's cannot guarantee accommodation to applicants.

- **Please note** that all relevant information regarding personal circumstances including details of family/group members, must be provided on the online accommodation application form.

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7. Queen's Clearing students/late applications

Rooms will be dedicated to students who apply to Queen's, either via late direct application or via the Clearing process and who could not have made an application for accommodation before 30 June 2024. If Queen's accommodation and accommodation at its nominated partners is not available, details of alternative accommodation providers who still have availability will be made available.

8. Queen's Nursing students

To support Queen's Nursing and Midwifery students who are required to spend time on placement, a limited number of places are available on a short-term rental basis in Guthrie House (6-8 weeks) as well as on a longer contract basis i.e., 40 weeks. The short-term places for 6–8-week contracts will be allocated on a first come first serve basis, by date of application for accommodation. All other contracts will be allocated in line with the procedures outlined in this policy.

9. Waiting List

If students can travel for the first few weeks of term and wish to remain on a waiting list, rooms will become available late September and through October.

10. Accommodation Availability throughout the year

Whilst places cannot be guaranteed, students are welcome to apply for Queen's accommodation throughout the year as vacancies do occur.

11. Students Studying at all other Further and other Higher Education Institutions in Northern Ireland (NI)

NI students studying at all other further and higher education institutions including St Mary's and Stranmillis College **are not guaranteed a room in Queen's accommodation.**

Our primary purpose is to provide accommodation for Queen's students, but where there is availability, for the avoidance of doubt, the procedure for allocating non-Queen's students is as follows:

- From A level results publication on 15 August 2024, in the first instance accommodation offers will be sent out to Queen's students; the position regarding availability of rooms will be reviewed and you will be notified from w/c 26 August 2024.
- Following this review, students attending other further and higher education institutions may be added to the allocation list; however, this is subject to availability of rooms. **Please note** all Queen's students eligible for a place will continue to have preference.
- The order for allocation of places to non-Queen's students is by the date of the accommodation application.

