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At Oxford Brookes University we understand that when you live away from home it’s important to be somewhere you feel comfortable and safe. If you are moving to Oxford, finding accommodation before you arrive is essential.

This booklet contains information about the accommodation available to students at Oxford Brookes University, and advice on how to apply or arrange somewhere to live in Oxford.

Information provided in this booklet is correct at the time of publication (April 2016) but may be subject to change.
General information

Halls of residence
Oxford Brookes University continually reviews its accommodation provision to ensure that it meets student needs. The University has approximately 5,000 single study-bedrooms, many of which are ensuite, and you can choose between catered and self-catered accommodation.

There are halls of residence on each of the three campuses as well as in the popular student area of east Oxford. The BROOKESBus connects campuses, halls, and the city centre and all students living in halls are eligible for a bus pass that entitles them to free travel on BROOKESBuses as part of their hall package. The pass also provides discounted travel on other bus services.

Life in halls
Living in halls is simply one of the best ways to meet new people and make new friends. Most students in halls are first years, but some accommodation is also set aside for continuing students, mature students and postgraduates. Students come to Oxford Brookes University from all over the world so you’ll experience a real mix of cultures and nationalities.

Your accommodation
Your bedroom will be furnished with a bed base and mattress, desk and chair, reading lamp, wardrobe and curtains. Study-bedrooms are all networked so you can access the internet, intranet, emails and directories where course materials are stored. Internet is included in the costs of the rent (with the exception of Slade Park).

You can view rooms during an open day, applicant day or campus tour. There are interactive scans of typical rooms, kitchens and communal areas and of our halls at www.brookes.ac.uk/accommodation.

Guarantee your place in a hall
A place in one of your hall choices is guaranteed if you make Oxford Brookes University your firm choice and meet the criteria set out by the University (see page 12 for more details on the guarantee).

Students with certain disabilities or medical conditions, or who are under the age of 18 (on 30 September 2016) will be given preference on their type of choice. Some courses have longer semesters and so have a more limited choice of halls. For details of our Hall Allocation Policy please see page 12.

Improved facilities
Oxford Brookes University is committed to improving facilities for students and staff, as you will see from the new John Henry Brookes Building on the Headington Campus. Smaller building and refurbishment works are planned for 2016/17 across our campuses and residences.

This work may include some demolition or clearing of existing buildings or areas on campus, and the scale of these projects will mean some disruption is inevitable. We will continue to work hard to minimise any inconvenience to students and our Space to Think team is dedicated to making this possible.

“I loved living in halls – the sense of community is amazing. It’s nice because you get to know so many people, and you bond with your housemates really quickly.”

Samantha Winter, studying Religion and Theology with Education

Contacting us
Oxford Brookes Accommodation Bureau is located in the Lloyd Building on the Headington Campus. Please get in touch if you have any queries or difficulties.

Tel: 01865 484660
Fax: 01865 484616
Email: accomm@brookes.ac.uk
www.brookes.ac.uk/accommodation

We are open:
Monday – Thursday 9.00am – 4.30pm
Friday 9.30am – 4.00pm

Telephone lines are open:
Monday – Thursday 9.00am – 5.00pm
Friday 9.30am – 4.30pm
Halls in detail

CHENEY STUDENT VILLAGE
SELF-CATERED ENSUITE
Cheney lane, Headington, Oxford, OX3 0BD
Situated on Headington Campus

- Well-appointed modern self-catered ensuite residential hall offering a 50 week contract comprising of cluster flats of 5/6 with shared kitchen/dining rooms. Ideally located next to The Sports Centre and close to the Student Union and social venues.
- 750 single ensuite study-bedrooms
- 20 newly-built non-ensuite rooms, 10 bedrooms share four bathrooms
- 2.65m x 4.10m (typical room size including shower room for ensuite rooms)
- On-site launderette
- Common room
- £137.52 per week for 49 weeks (includes heating and lighting)
- From £134.30 per week for 49 weeks for newly built non-ensuite rooms (includes heating and lighting). Please see our webpages for more information about the different prices for these rooms
- The Hall office is available as a source of advice and information
- Damage deposit of £200
- Booking confirmation fee of £230 to secure your room

Please note that ‘Cheney Student Village’ is one option on the application form. It is not possible for you to choose between an ensuite and non-ensuite room.

CLIVE BOOTH STUDENT VILLAGE
SELF-CATERED ENSUITE
John Garne Way, Oxford OX3 0FN
Situated on Headington Campus
This hall is ideally situated close to the Headington Campus and full Student Union facilities.

- Self-catered accommodation arranged in flats of 2-6 ensuite bedrooms, with shared kitchen/dining rooms
- 792 single study bedrooms, plus 12 two bedroom self-contained flats
- 2.70m x 4.50m (typical single occupancy room size including shower room)
- On-site launderette
- On-site computer room
- £152.33 per week for 38 weeks (includes heating and lighting)
- The Hall office is available as a source of advice and information
- Booking confirmation fee of £230 to secure your room

There are a limited number of two bedroom self-contained flats at Clive Booth Student Village where we can take applications from couples or individuals with a child. These cost £243.65 per week which includes bills, internet, bus pass (for the enrolled student only) and basic insurance. If you are interested in Clive Booth Student Village family flats please email accomm@brookes.ac.uk with the subject line ‘Family flat’.
CLIVE BOOTH STUDENT VILLAGE
SELF-CATERED NON-ENSUITE
John Garne Way, Oxford OX3 0FN
Situated on Headington Campus

- Self-catered, kitchens and bathrooms allocated to groups of 5/6 in self-contained flats
- 455 single study-bedrooms
- 3.20m x 2.40m (typical room size)
- On-site launderette
- On-site computer room
- £127.46 per week (with sinks) for 38 weeks (includes heating and lighting)
- £120.50 per week (without sinks) for 38 weeks (includes heating and lighting)
- The Hall office is available as a source of advice and information
- Booking confirmation fee of £230 to secure your room

Please note that ‘Clive Booth Non-Ensuite’ is one option on the application form. It is not possible for you to choose between a room with a sink and a room without a sink.

CLIVE BOOTH POSTGRADUATE CENTRE
SELF-CATERED ENSUITE
John Garne Way, Oxford OX3 0FN
Situated on Headington Campus

A dedicated Postgraduate Centre, which is open to all mature students. 2 – 6 bedroom apartments, all with ensuite shower room. It is a sustainably designed, innovative and modern space. All apartments include a shared kitchen/dining room area and the site incorporates a social building and an attractive central courtyard.

- Self-catered, kitchens and shower rooms allocated to groups of 3 – 6 students
- 249 single study bedrooms
- 2.70m x 4.50m (typical single occupancy room size including shower room)
- On-site launderette
- On-site computer room
- The Hall office is available as a source of advice and information
- From £154.46 per week for cluster flats for 38 week or 50 contract (includes heating and lighting)
- Booking confirmation fee of £230 to secure your room

This hall offers both 38 and 50 week contracts (subject to availability) and is ideally situated close to Headington Campus and full SU facilities.
ACCOMMODATION AT OXFORD BROOKES

CRESCENT HALL
SELF-CATERED NON-ENSUITE
Crescent Road, Temple Cowley, Oxford, OX4 2NS
Approximately two miles from Headington Campus on a University bus route serving Oxford City Centre and the vibrant Cowley Road known for its lively and diverse café culture.

- Self-catered kitchens and bathrooms allocated to groups of 6/7
- 306 single study-bedrooms each with a hand basin
- 2.30m x 3.65m (typical room size)
- On-site launderette
- £107.59 per week for 38 weeks (includes heating and lighting)
- Computer room
- A University bus service links the hall with Headington Campus, Wheatley Campus and Oxford City Centre
- The Hall office is available as a source of advice and information
- Booking confirmation fee of £230 to secure your room

For courses such as Art Foundation, and Nursing which require an extended contract length appropriate to the course, please refer to page 12 for further information.

WESTMINSTER HALL
SELF-CATERED ENSUITE
Oxford Brookes University, Harcourt Hill Campus, Botley, Oxford
Located in the grounds of the Oxford Brookes Harcourt Hill Campus, in the Botley area of Oxford, approximately 5 miles from the Headington campus. There is a recently refurbished Sports Centre on this site.

- Self-catered, ensuite rooms in flats of 3 – 6 people sharing a kitchen/lounge. There are also self-contained studio apartments for individuals/couples
- 262 single study-bedrooms and 50 studio apartments
- 4.5m x 2.7m (including shower room)
- On-site launderette
- A direct University bus service links the campus with Headington and Wheatley campuses and Oxford City Centre (reduced bus service during vacations)
- On-site Sports Centre, common room, chapel, library, 24 hour communal computer rooms and a bar
- The Hall office is available as a source of advice and information
- £152.23 (approx.) per week for 38 weeks (includes heading, lighting, and block insurance). Studio flats are £195.79 per week.
- Booking confirmation fee of £230 to secure your room

If you are interested in Westminster Hall Studios (for couples only) please email accomm@brookes.ac.uk with the subject line ‘Studio flat’. Offers will only be made once you have an unconditional offer. There are a limited number of 50 week contracts available in Studio flats.

PGCE and BA Primary Teacher Education courses requiring additional weeks; the total cost is increased accordingly in relation to the contract length. Please refer to Applying for Halls.

PGCE students who request Westminster Halls are exempt from the no-cars rule. For all other students it is a condition of residency whilst living in halls that you do not keep or use a car in Oxford.
**LADY SPENCER CHURCHILL HALL**

**CATERED NON-ENSUITE**

Wheatley Campus, Oxford, OX33 1HX

Situated in the grounds of Wheatley Campus

Set in a leafy, greenbelt, 70-acre campus with excellent outdoor sports facilities including tennis courts and all weather football pitches. Although it is on the outskirts of Oxford it has excellent transport links to Oxford City Centre.

- Catered during semesters – breakfast and dinner weekdays, breakfast Saturdays and breakfast and lunch Sundays (no refunds will be made for meals not taken). There is provision on each floor for preparing snacks
- 162 single study-bedrooms accommodated in four blocks
- 2.74m x 3.96m (typical room size)
- On-site launderette
- On-site common room
- Library has 24 hour access computer room
- The Hall office is available as a source of advice and information
- A direct University bus service links the campus with Headington and Harcourt Hill campuses and Oxford City centre (reduced bus service during vacations)
- £147.46 (approximately) per week for 38 weeks (includes heating and lighting and meals during semester time)
- Booking confirmation fee of £230 to secure your room

**PAUL KENT HALL**

**SELF-CATERED ENSUITE & NON-ENSUITE**

James Wolfe Road, Headington, Oxford OX3 2WA

Approximately 1.5 miles from Headington Campus, on a direct University bus route service Oxford City centre and the vibrant Cowley Road known for its lively and diverse café culture

- Self-catered, mostly ensuite, kitchens allocated to groups of 6/9
- 242 single study-bedrooms
- 5m x 2m (typical room size including shower room)
- On-site launderette
- On-site computer room
- On-site common room
- The Hall office is available as a source of advice and information
- A University bus service links the hall with Headington and Wheatley campuses, and Oxford City Centre
- £133.37 per week for 38 weeks (for ensuite room) including heating and lighting
- £122.34 per week for 38 weeks (for non ensuite room) includes heating and lighting
- Booking confirmation fee of £230 to secure your room

Please note that that ‘Paul Kent Hall’ is one option on the application form. It is not possible for you to choose between an ensuite and non-ensuite room.

Nursing courses require extended contract lengths. Please refer to page 12 for further information.
**ACCOMMODATION AT OXFORD BROOKES**

**THE MEWS**

**SELF-CATERED ENSUITE**
Glanville Road, Oxford OX4 2FG

- Self-catered ensuite rooms in flats of 4, 5 or 6 people sharing a kitchen/lounge
- 106 single study-bedrooms and 6 studio apartments
- On-site launderette
- A direct University bus service links The Mews with Headington campus, Wheatley Campus and Oxford City centre.
- The Hall Office is available as a source of advice and information

- £170.32 (approximately) per week for 42 weeks (includes heating, lighting and internet) for an ensuite room.
- £200.57 per week for a studio flat
- There is a booking fee/deposit of £250

**SLADE PARK**

**SELF-CATERED ENSUITE**
Horspath Driftway, Oxford, OX3 7JJ

- Self-catered ensuite rooms in flats of 4, 5 or 6 people sharing a kitchen/lounge
- This is a mixed hall with first year students and continuing students in different blocks
- 350 single study-bedrooms and 24 studio apartments
- On-site launderette
- A University bus service links Slade Park with Headington and Wheatley campuses, and Oxford City centre.
- The Hall office is available as a source of advice and information

- £154.25 (approximately) per week for 42 weeks (includes heating and lighting)
- Internet connection is available for an additional £160
- There is a booking fee/deposit of £250

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Slade Park is a third party hall between Oxford Brookes University and CRM Student Accommodation Management.

More information
Please apply via the Oxford Brookes University online system and include it as one of your five choices.

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The Mews is a third party hall agreement between Oxford Brookes University and Victoria Halls.

More information
Please apply via the Oxford Brookes University online system and include it as one of your five choices.
FRIARS COURT
SELF-CATERED ENSUITE
Marston Road, Oxford OX3
Small, brand new, ensuite development close to Marston Road campus and John Radcliffe hospital. Ideal for nursing and midwifery students.

- Self-catered ensuite rooms in flats of 5 sharing a kitchen/lounge
- 30 single study-bedrooms
- On-site launderette
- A direct University bus service links Friars Court with Headington campus, Harcourt Hill Campus, Wheatley Campus and Oxford City centre.
- The Hall Office is available as a source of advice and information

- £145 per week for 50 weeks (includes heating and lighting)
- Booking confirmation fee of £230 to secure your room

Only students applying to study nursing or midwifery courses can apply for this hall.

HARCOURT HILL HALL (N Block only)
SELF-CATERED NON-ENSUITE
Harcourt Hill Campus, Botley, Oxford
This newly refurbished block is within the Harcourt Hill Hall on the Harcourt Hill Campus in Botley. It is ideal for new BA Primary students, and you will be able to bring a car with you.

- Newly refurbished block in our Harcourt Hill Hall
- Self-catered non-ensuite rooms in flats of 7 people sharing a kitchenette/lounge and bathroom facilities
- This block will only house first year BA Primary students. Other blocks in the hall will house continuing students
- 21 single study-bedrooms with 4ft beds
- On-site launderette
- A direct University bus service links Harcourt Hill Hall with Headington campus, Wheatley Campus and Oxford City centre.
- The Hall Office is available as a source of advice and information
- £132 per week for 42 weeks (includes heating and lighting)
- Booking confirmation fee of £230 to secure your room

Only students applying to study BA Primary Education can apply for this hall. BA Primary Education students living in this hall are exempt from the no car policy.
WARNEFORD HALL
SELF-CATERED NON-ENSUITE
Roosevelt Drive, Oxford OX3 7XA
Popular non-ensuite hall located very close to the Headington Campus.

- Self-catered non-ensuite rooms in flats of 3, 4 or 6 people sharing bathroom facilities and a kitchen/lounge
- This is a mixed hall with first year students and continuing students in different blocks
- 112 single study-bedrooms for first year students
- On-site launderette
- A direct University bus service links Warneford Hall with Wheatley Campus, Harcourt Hill Campus and Oxford City centre.
- The Hall Office is available as a source of advice and information
- £128.84 per week for 38 weeks (includes heating and lighting)
- Booking confirmation fee of £230 to secure your room

THAMES STREET
SELF-CATERED ENSUITE
Thames Street, Oxford, OX1 1EQ
Newly developed ensuite hall located in the city centre, close to bus connections to all campuses.

- Self catered ensuite rooms in flats of 8 or 10 with a shared kitchen
- This is a mixed hall with first year students and continuing students in different areas
- On-site launderette
- A direct University bus service links Thames Street with Wheatley Campus, Headington Campus and Harcourt Hill Campus
- The Hall Office is available as a source of advice and information
- £154.24 per week for 42 weeks (includes heating and lighting)
- Booking confirmation fee of £230 to secure your room.
# Hall facilities

<table>
<thead>
<tr>
<th>Hall Name</th>
<th>Number of Rooms</th>
<th>Number of studio rooms</th>
<th>Ensuite</th>
<th>Hand wash basins</th>
<th>Internet access</th>
<th>Catered</th>
<th>49 week contract</th>
<th>38 week contract</th>
<th>42 week contract</th>
<th>50 week contract</th>
<th>46 week contract (Health Care)</th>
<th>Early start (Art foundation)</th>
<th>Extended contracts for PGCE students</th>
<th>Includes blocks for postgraduate and mature students only</th>
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</thead>
<tbody>
<tr>
<td>Cheney Student Village</td>
<td>750</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
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<td>49 weeks</td>
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<td>Lady Spencer Churchill Hall</td>
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<tr>
<td>Paul Kent Hall</td>
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<td>Friars Court</td>
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<td>Warneford Hall</td>
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</tr>
</tbody>
</table>
Hall Allocation Policy

At Oxford Brookes University we guarantee that all students who choose us as their firm choice will be given a place in one of their preferred halls. This guarantee is subject to a range of conditions, mainly being that you choose a minimum of 5 halls*, that you meet the academic requirements of your offer before we allocate accommodation.

If you do not select Oxford Brookes University as your firm choice you should still apply for accommodation by the agreed deadline and in the event that you come to Oxford Brookes University, you may still be offered accommodation. However, we can give no guarantee that this will be in a preferred hall and there may be a short delay at the beginning of the semester before moving into halls. Students who choose Oxford Brookes as their Insurance choice or who come to us through Clearing should be prepared for the possibility that they will need to find private accommodation.

Exceptions to the allocation policy include:

- Students with certain disabilities or medical conditions
- Students who will be under the age of 18 on 30 September 2016

If you have a disability or medical condition you will be allocated to the type of accommodation that you need. If you are under 18 years old you will live in Clive Booth Student Village. If your place at the University is conditional at the time of the July allocation your hall application will be entered into the allocation processes that takes place in August and will be subject to the allocation criteria set out in this handbook.

Courses with different semester dates

Some courses have different semester dates to most other programmes, and therefore require different contract lengths and prices. These are summarised in the table below:

*some courses have longer semester dates and so have a more limited choice of halls.

<table>
<thead>
<tr>
<th>Area</th>
<th>Courses</th>
<th>Halls available</th>
<th>Contract length</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing</td>
<td>Adult Nursing Degree and Diploma</td>
<td>Crescent Hall</td>
<td>17 September 2016 – 4 August 2017</td>
<td>£4,837.47</td>
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<tr>
<td></td>
<td>Children’s Nursing Degree pre-registration only</td>
<td>Paul Kent Hall</td>
<td>17 September 2016 – 4 August 2017</td>
<td>£5,996.28</td>
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<td>Mental Health Nursing Degree (pre-registration only) and Diploma</td>
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<td>Midwifery (pre-registration only)</td>
<td>Friars Court</td>
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<td>£7,250.00</td>
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<td>Art</td>
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<td>Slade Park</td>
<td>42 weeks</td>
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<td>Teaching</td>
<td>PGCE Post Compulsory</td>
<td>Westminster Hall</td>
<td>17 September 2016 – 24 June 2017 (40 weeks)</td>
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<td>Westminster Hall</td>
<td>17 September 2016 – 1 July 2017 (41 weeks)</td>
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<td>PGCE Primary</td>
<td>Westminster Hall</td>
<td>17 September 2016 – 24 June 2017 (40 weeks)</td>
<td>£6,090.00</td>
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<tr>
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<td>BA Primary</td>
<td>Harcourt Hill Hall (N Block)</td>
<td>40 weeks</td>
<td>£5,297.60</td>
</tr>
</tbody>
</table>
Medical conditions
If you have a medical condition or disability, and wish for it to be considered when we allocate you a hall room you will need to declare it when you apply for halls.

We will need a letter confirming your condition written in English from a certified medical practitioner. The letter should NOT simply state your condition, it must also support your need to be accommodated in a specific type of residence. If you do not provide this information with your initial application it will not be possible to consider any information supplied at a later date. If you are unsure please email us at the Accommodation Bureau.

You can contact the University’s Wellbeing team on 01865 484650 or disabilitysupport@brookes.ac.uk for further advice and support.

Postgraduate and mature first year students
A proportion of accommodation in halls is allocated to postgraduate and mature students. Self-catered rooms are available at Crescent Hall, Clive Booth Postgraduate Centre, Cheney Student Village and Westminster Hall. Catered accommodation is available at Lady Spencer Churchill Hall. These halls, with the exception of Cheney Student Village, and the Postgraduate Centre are available as a 38 week standard letting period only. Mature Undergraduate students can apply for any accommodation within our portfolio for new students. This includes postgraduate options. Please note that if you are allocated to an undergraduate hall the majority of the students you will be sharing with will be under 21 years of age.

If you require a 49 week letting period you will need to apply to Cheney Student Village or Clive Booth Postgraduate Centre which have a limited number if 49 week contracts available. Please note: the normal allocation criteria will also apply to postgraduate and mature students.

Harcourt Hill and Wheatley students
If you are following a course taught at either the Harcourt Hill Campus or the Wheatley Campus the accommodation at these sites may be of particular interest. Please note that it can take an hour to travel between the Wheatley and Harcourt Hill campuses by bus. We do not advise that students studying on the Wheatley campus apply for accommodation based on the Harcourt Hill campus and vice versa.

If you don’t get a place
Ideally we would wish to accommodate all our new students (who want a place) in halls but inevitably some people will be disappointed. We will do all we can to support students through this process.

If we are unable to assist you with a hall place initially, you will be invited to join the hall waiting list. Details about the waiting list, as well as alternative accommodation will be emailed to hall applicants who were not allocated a hall place of their choice in the main August allocation.

Under 18s
All under-18s who do not have family in Oxford are required to live in University-managed accommodation which is supervised by appropriately trained staff. You still need submit an accommodation application, but you will be allocated a room at Clive Booth Student Village. The Hall Allocation Policy prioritises allocation of rooms to under-18s.

Please note: the ratio of responsible adults to under-18s will be no less than 1:10.

Your Licence to Occupy
A Licence to Occupy is an accommodation contract between you and the University. All licences will commence on the date printed on your agreement. Please do not arrive before the date shown as you will not be allowed access to the accommodation. Details of arrival times will be sent to you with your Licence to Occupy.

When you accept an offer of a hall place you will be issued with a Licence to Occupy. In most cases this will be from 17 September 2016 to 9 June 2017 inclusive. This means that you have full use of your room during the Christmas and Easter vacations (no meals are provided during the vacations in catered halls); The exceptions are Cheney Student Village and Clive Booth Postgraduate Centre where the Licence to Occupy is for 49 weeks (occupation dates for these halls are 17 September 2016 to 26 August 2017 inclusive) and those Nursing, Art Foundation, and PGCE and BA Primary Teacher Education students who live in the halls specified. Slade Park, Friars Court and The Mews have their own contractual dates.

The Licence to Occupy for your room is binding for the period stated. If you wish to leave it is essential that you notify the Accommodation Bureau and you will remain liable for the payment of this room until it has been re-let. Slade Park has its own has its own contract terms and conditions.

Please note: if you choose Cheney Student Village as one of your options and are offered a place it will not be possible to alter your offer on the grounds of expense. Remember a Cheney Student Village Licence to Occupy is for 49 weeks. Please be sure before you apply.

“Halls are a great way to get to know people in the first year. I was in a flat with six other people with a communal kitchen. You can also meet other people in different flats. First year is all about getting to know as many people as you can.”

Nick Wyke, studying City and Regional Planning
We would like to point out that any Licence to Occupy for halls is made between the University and the student occupier. While we understand that parents or other representatives of the student will be concerned for their wellbeing, due to the Data Protection Act, our dealings need to be with the students in residence. Past experience strongly suggests this is the most efficient way of resolving any problems that may arise.

Smoking
Oxford Brookes Halls of Residence are all non-smoking (including ecigarettes).

Cars
It is a requirement of Oxford City Council and a condition of your residency at all halls that you do not keep a car with you in Oxford. You will find that a car is really not necessary as Oxford has excellent transport links to the rest of the country, especially London, and very good public transport within the city.

Internet access
All rooms in our halls of residence have internet provided via a hardwired socket which is included in the cost of rent. Residents will be able to use their own PCs or laptops with an ethernet cable to access email, internet, and intranet. For Apple products without an ethernet socket you will need to buy an Apple ethernet adapter (eg Macbook Air). The University also provides WiFi through Eduroam on campuses and residential sites. Slade Park is a third party hall which charges an additional annual sum for internet access.

Hall Regulations
We have Hall Regulations to help to ensure that all of our residents behave in a way that impacts as little as possible on other people, and respects other people’s privacy and well-being. All residents are expected to abide by them. They can be viewed online by going to www.brookes.ac.uk/studying/accommodation/regulations. There are a range of staff and wardens at all halls of residence to support students who live in there. This is not applicable to Slade Park and The Mews.

Accommodation after your first year
We are able to offer continuing students accommodation after their first year. The Accommodation Bureau has a variety of options available which include halls and shared housing with a range of contract lengths and costs.

“Living in halls is a great way to meet other students and make friends. When you move in you’ll have the support of our dedicated hall staff to help you settle in and make sure your new home is safe and secure.”

Emma Rosentall, Accommodation Bureau
How to apply

Online applications
All applicants will be sent information on how to apply from late April onwards. This information will be sent to the email address that you entered onto your UCAS form, so please bear this in mind – especially if you used a school email account that you no longer have access to.

Applying for accommodation is an online process. The email we send you will contain a link to the application portal. You will need to generate a password and log in to apply. Please use your applicant number (9 digits)/UCAS ukpass Personal ID number (10 digits) as your username.

If you have a medical condition which you think should be considered, you need to tell us in your hall application and provide supporting evidence (see page 10). Please contact the Accommodation Bureau on 01865 484660 or email medicalhallapplications@brookes.ac.uk for information.

Students holding unconditional offers
If you have firmly accepted an unconditional offer (ie you are not waiting for any exam results, DBS or medical checks etc) you may apply to Oxford Brookes University for an early decision on your application.

Please note: it is normal for unconditional offers to be made after the 3 July 2016 deadline. If you have not received your offer by then your application will be entered into the main allocation in August. The final deadline to receive all hall applications is 30 August 2016.

Students receiving unconditional offers before 3 July 2016 are advised to apply online by that date.

Decision on your application
If we receive your application early and your status is unconditional on, or before the 3 July 2016 your licence to occupy will be available online from 6 July 2016 and you must accept your offer by 13 July 2016. All other applicants will be notified in August 2016 – there are two August allocations which one you will be in will depend on whether you choose Oxford Brookes as your firm or insurance choice institution.

Students holding conditional offers
If you are waiting for exam results in order to convert a conditional offer to an unconditional one, you can apply for a hall place as follows:

- You will receive accommodation information by email from April 2016
- If you choose Oxford Brookes University as your firm choice institution, apply by 31 July and meet all of the academic requirements of your offer you will go into the first August allocation and be notified of your hall place on 18 August 2016
- If you choose Oxford Brookes University as your Insurance choice institution and/or apply for accommodation after 31 July you will need to apply by 30 August to go into the second August allocation, and be notified of your hall place on 2 September 2016.

Please read the following paragraph very carefully

Decision on your application
Your Licence to Occupy will be available online and you must login to view it and accept it Those allocated on 18 August must view and accept their offer by 24 August 2016. Those allocated in the final allocation must view and accept their offer by 9 September 2016.

Booking Confirmation Fee
If you are allocated to an Oxford Brookes-managed hall you will need to pay a £230 Booking Confirmation Pay to confirm your booking. You have until your lapse date to make this payment. This payment acts as a reservation deposit and is not refundable if you do not take up your room. £230 is then credited to your accommodation payment account when you move in. If your contract is terminated early we will retain this £230. If you owe more than £230 you will be charged for the remaining money owed. This is in addition to the deposit at Cheney Student Village.

Third party halls also charge deposits and confirmation fees, which are of a different amount.

IMPORTANT: If you do not wish to accept the offer made for accommodation YOU MUST advise the Accommodation Bureau immediately in order for us to maximise room use. Please note we are unable to make a change to the offer made. From the end of October, a process will be in place to facilitate possible room swaps.
**Application and decision process**

<table>
<thead>
<tr>
<th>Students holding unconditional offers before 3 July 2016</th>
<th>Students holding conditional offers or offers becoming unconditional after 3 July 2016 who hold Oxford Brookes University as the firm choice institution</th>
<th>All other students who wish to apply for accommodation holding conditional offers</th>
</tr>
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<tbody>
<tr>
<td>Complete and return hall application or apply online by 3 July 2016</td>
<td>Complete and return hall application or apply online by 31 July 2016</td>
<td>All other applications need to be received by 30 August 2016</td>
</tr>
<tr>
<td>You will then be allocated a hall place</td>
<td>You will then be allocated a hall place</td>
<td>You may be allocated a hall place if we have room</td>
</tr>
<tr>
<td>Your licence to occupy will be available online and you need to log in from 6 July and must accept it by 13 July 2016</td>
<td>Your licence to occupy will be available online and you need to log in from 18 August 2015 and must accept it by 24 August 2016</td>
<td>If we are able to offer you a hall place your licence to occupy will be available online and you will need to log in from 2 September 2016 and must accept it by 9 September 2016</td>
</tr>
<tr>
<td>Any licences not accepted will be terminated on 13 July 2016</td>
<td>Any licences not accepted will be terminated at 24 August 2016</td>
<td>Any licences not accepted will be terminated after 9 September 2016</td>
</tr>
</tbody>
</table>

Please note that all of the above is dependent on your status being unconditional as processed by the Admissions Office at the time of the relevant allocation.

### Why not join our Brookes Community now?

At Brookes we’re serious about social. Our social communities are a great place to find out more and get a feel for life as a Brookes student.

We’d love you to talk to students, post questions and keep in touch with the latest news, videos and events – and our dedicated social wall makes it easy for you.

Whether you prefer to like, tweet, pin or watch, we think we have the social communities you want covered. To see and share the latest content from across all our networks in one place go to

[www.brookes.ac.uk/social-wall](http://www.brookes.ac.uk/social-wall)

facebook.com/oxfordbrookes

[facebook.com/oxfordbrookes](http://facebook.com/oxfordbrookes)

pinterest.com/oxfordbrookes

youtube.com/oxfordbrookes

twitter.com/oxford_brookes

Other types of accommodation

Living in the private sector
Information relating to other possible sources of private rented accommodation is available from the Accommodation Bureau. Please email or telephone to request details or go to www.brookes.ac.uk/students/accommodation

Brookes Lettings
If you are interested in living in other kinds of off-campus accommodation, Brookes Lettings offers about 400 places in shared houses leased from private landlords.

The houses are fully-furnished but you provide your own bed linen, utensils and cutlery. A typical average weekly rent is about £102.54 per week, utility bills are usually not included. A non-refundable booking confirmation fee of £230 will be required before contracts will be issued. No other deposits are required.

Bookings for shared houses open early in Semester 2 and are very popular with our continuing students. If you are a new student who wishes to live in a Brookes Lettings house please contact us to see if we have any vacancies once you hold an unconditional offer.

Agreements are for 46 or 50 weeks beginning on 3 September 2016.

Family accommodation and studio flats
If you are coming to Oxford with your family it is essential that you make arrangements in advance.

We have a limited number of family flats at Clive Booth Student Village. These are two-bedroom self-contained flats which consist of a kitchen, living room, bathroom, double bedroom and single bedroom. They are suitable for a couple with a child or single parent with a child. If you have two children of the same sex who are under 16 years of age, or under the age of 10 years of age and of opposite sex they can share one of the bedrooms in the flat but you will need to discuss your requirements with the hall.

The flats cost £243.65 per week and include bills, internet, bus pass (for the enrolled student only) and basic insurance. They are within a larger hall of residence and located within a block where first year undergraduate students also live.

There are studio flats at Westminster Hall which are available to couples (no children). These self-contained flats consist of a bedroom/lounge area with a 4ft double bed, kitchenette and bathroom. These cost £195.79 per week. The price includes bills, internet, bus pass and basic insurance. The standard Licence to Occupy length is for a 38 week Licence to Occupy, but there are now a limited number of 50 week Licences to Occupy available at Westminster Hall studios.

If you are interested in Westminster Hall studios for the Clive Booth Student Village family flats please email accomm@brookes.ac.uk with the subject title ‘studio flat’ or ‘family flat’.

Please note: the no car policy still applies to these options and offers will only be made once you have an unconditional offer.

Advice
Before signing any agreement, please make sure you are certain of its implications. Information on tenancy agreements, landlord problems or any other housing matters is available from the Brookes Union Advice Centre, John Henry Brookes Building, Headington Campus. Telephone 01865 484770 or email su.advice@brookes.ac.uk

Advice is also offered by your local Citizens Advice Bureau.
“I’m in my mid-30s and don’t really want to go out partying every night – I want to focus on my studying. For the last two years I have been with postgraduates and they are more focused on what they want, so parties are a lot less.”

Jason James Bradford, studying Osteopathy

Accommodation/Letting Agencies
Please note that the letting agencies operate independently of the University and their accommodation has not been inspected or approved. The services provided by agencies are by no means uniform. While some provide a very limited service merely introducing prospective tenants to landlords, others have a property management role.

Car parking
There is no parking for cars on either the Oxford Brookes University Campuses or at the halls of residence and very little parking in Oxford. We therefore advise you not to bring a car. If you have a place in a University hall of residence it is a condition of your licence that you do not keep a car in Oxford.

If you live in off-campus accommodation you will find that a car is really not necessary as Oxford has very good public transport within the city and excellent transport links to the rest of the country, especially London. We support the running of a fleet of Brookes buses. The cost is included in your hall rent and you can apply for a pass online allowing you unlimited travel on BROOKESbuses between campuses, halls of residence, local supermarkets and the city centre. You can also use your card for discounts on other services. We also run weekly bicycle clinics offering you free bike repairs – you only pay for parts.

Brookes Union advice about off-campus accommodation
The Students’ Union Advice Centre offers free, independent confidential advice and information to all students and prospective students of Oxford Brookes University.

Contact details
Brookes’ Union
John Henry Brookes Building
Gipsy Lane
Headington
Oxford
OX3 0BP

Opening times
(During semester)
Monday – Thursday: 8.30am – 6pm
Friday: 8.30am – 4pm
(During holidays)
Monday, Wednesday, Thursday and Friday: 8.30am – 4pm
Tuesday: 8.30am – 6pm

Tel: 01865 484770
Fax: 01865 484773
Email: su.advice@brookes.ac.uk
or for more information go to www.brookesunion.org.uk/advice
To obtain a large-print copy of this publication, or to enquire about other formats, please call +44 (0) 1865 484848 or email query@brookes.ac.uk

Oxford Brookes is committed to the principle of equality. Our policies and practices promote equality of opportunity for all who study, work and visit our community. We seek to make the university an inclusive place to work and study and welcome applications from all sections of the community and from people at all stages of their life. To find out more see www.brookes.ac.uk/services/hr/eod or contact the HR Team & Business Partnership Manager (Equal Opportunity and Diversity) +44 (0) 1865 485929.

UUK/Guild HE Code of Practice for the Management of Student Housing
Oxford Brookes University Halls of Residence and Accommodation Services comply with the Code of Practice; every Hall Office holds a compliance folder which is available for you to look at if you wish.

Further information on the Code can be found at: www.universitiesuk.ac.uk/aboutus/AssociatedOrganisations/Partnerships/ACOP/Pages/default.aspx

www.brookes.ac.uk/accommodation