

King's Residences Accommodation Policy 2019/20



Purpose of this Policy

We aim to provide students with a wide range of accommodation, which is safe and reasonably priced, and when processing accommodation applications, we will endeavour to:

- Ensure that accommodation applications are treated fairly and to prioritise applications where necessary,
- Allocate bedrooms according to the accommodation criteria selected on the application form,
- Offer advice and guidance to those who cannot be allocated into King's residences,

The purpose of this policy is to provide transparency in the way King's Residences allocate student accommodation to King's College London (KCL) students and clarify how applications are handled.

Key Definitions

In this document, the following meaning is ascribed to the term:

- **Applicant:** an individual who holds a course offer for entry to King's College London in 2019/20
- **Student:** a registered student of KCL following a full-time course of study
- **Early applicants:** applicants who submitted their accommodation application via our online portal by midnight on Friday, 31 May 2019 (UK time).
- **Applicants:** applicants who submitted their accommodation application via our online portal after midnight on Friday, 31 May 2019 (UK time)
- **Conditional accommodation offers:** are accommodation offers sent to applicants holding either a conditional or unconditional academic offer, prior to A-level results date subject to the applicant fulfilling the entry requirement for King's College London. These offers are automatically converted into a legally binding contract between KCL and the applicant, following A-Level results for undergraduates and course deposit payment for postgraduate students.

Eligible Applicants

Only King's College London prospective students who hold a conditional or unconditional firm offer for a full time course of study will be eligible to apply for accommodation for the academic year in which their course commences. This applies to:

- **First year undergraduates** (including those on Study Abroad and Pre-Sessional programmes), it excludes those attending term one only.
- **New postgraduates:** applicants who have not previously been enrolled on a course of study at KCL.
- **Returning students:** both undergraduates and postgraduates.

Under 16s

Applicants below the age of 16 year's old on move-in day are not eligible to apply for KCL accommodation.

Accommodation Guarantee

All applicants applying before midnight on 31st May 2019 and if they meet the following conditions:

- Have King's College London as their firm choice for the 2019/20 academic year, for a full-time course,
- Apply by midnight on Friday, 31 May 2019 (UK time)
- They have not already been offered accommodation for the year of application.

Distance to Campus

All of King's Residences are located within zones 1 and 2 and take up to 50 minutes on public transport to all King's College London campuses. Applicants can request specific residences on their applications although these are not ranked when allocating. The location of the applicant's course is not taken into account when places are being allocated.

Conditional academic offer holders

If you do not meet the entry criteria for KCL, your accommodation offer will be automatically cancelled and you will not receive a notification of this. Applicants who fail to meet the criteria for the course that they applied to and subsequently are offered a place on another course will need to re-submit an application.

Affordable Accommodation

[King's Affordable Accommodation Scheme](#) (KAAS) enables over 1300 students to access accommodation priced at £169 and below per week. Applicants are eligible to apply for the scheme if:

- You are a full-time undergraduate student, first year or returning in the 19/20 academic year
- Confirmation that your family income is below £42,875 per annum
- A statement explaining the reasons why you feel you should be allocated a KAAS room

Applications submitted without this information will not be considered.

Please note: Post-graduate students are not eligible to apply for KAAS.

Students can apply to be considered for the KAAS scheme as part of their application. Successful applicants will be sent an offer of accommodation for one of the residences and room types listed below. This offer will have the discounted rate, confirmation of residence location and room type. KAAS will be awarded on first come first served basis, however this is subject to availability.

KAAS rates are available in the following residences and room types.

- [Great Dover Street Apartments](#), ensuite rooms
- [Stamford Street Apartments](#), ensuite rooms
- [Wolfson House](#), non-ensuite rooms
- [Champion Hill](#) non-ensuite and ensuite rooms
- [Julian Markham](#), ensuite rooms
- [Angel Lane](#), ensuite rooms

KAAS rates do not apply to the following residences.

- [Atlas](#)
- [Vauxhall](#)
- [Tower Bridge](#)
- [Moonraker Point](#)
- [OLIB](#)
- [Intercollegiate Halls](#)

Unsuccessful applicants will be referred to KCL's Student Services for finance and housing advice.

King's Residences

Application Journey



King's Residences
King's College London

E: kingsresidences@kcl.ac.uk | T: +44 (0) 207 848 5959 | W: kcl.ac.uk/accomm | F: King's College London Residences | T: @kingsResidences

Allocations Processing

Early applications (received by 31 May 2019) qualify for the accommodation guarantee and will be processed using an automated allocations process that will allocate applicants to residences based on the requests stated on the applicant's application form. We endeavour to offer as many applicants as possible their selected requests and offers will be made between February and June 2019. Applicants will have four calendar days to accept or decline the offer made via the online portal.

Applications (received after 01 June and before 14 August 2019) do not qualify for the accommodation guarantee but will be made offers depending on availability. These are also processed using an automated allocations process that will allocate applicants to residences based on the requests stated on the applicant's application form. We will endeavour to offer these applicants one of their selected requests. However, this will solely depend on availability and offers will be made from 01 June 2019 onwards. Applicants will have four calendar days to accept or decline the offer made via the online portal.

Applications received after 16 August 2019 do not qualify for the accommodation guarantee and are processed on a first come first served basis, with offers being sent from 20 August 2019 onwards, based on current availability. Applicants will have 48 hours to accept or decline the offer made via the online portal. We will endeavour to match one of your requested residences as selected on your application however, we cannot guarantee that all accommodation offers will match requests, as these can become oversubscribed very quickly. In this event, an effort will be made to match the stated requests as closely as possible.

Accepting Offers

- Offers made prior to 31st May, applicants will have 4 days (calendar days) to accept
- Offers made between 01st June – 14th August, applicants will have 4 days (calendar days) to accept
- Offers made after 14th August, applicants will have 48 hours to accept.

Declined offers

On declining an accommodation offer, applicants will be given the option to ask to be reconsidered by resubmitting an application. However, if you've declined your first offer under the accommodation guarantee, you should be prepared for the risk of not receiving a second accommodation offer at all as these offers are entirely dependent on availability.

Cancellations

You may terminate your Agreement after the date that this Agreement has been formed, but prior to the arrival slot notified to us in accordance with your Licence Agreement:

- (a) if the Agreement is formed before the commencement of Term Time, by sending an email to Kingsresidences@kcl.ac.uk on or before Friday, 31 May 2019; or
- (b) if the Agreement is formed before the commencement of Term Time, and cancellation is submitted via email on or after 01 June 2019 but before the first day of the Period of Residence specified in the Agreement Summary a £500 late cancellation fee will be applied to your student account.
- (c) if the Agreement is formed before the commencement of Term Time, and cancellation is submitted via email on or after the first day of the Period of Residence specified in the Agreement Summary, or if you

fail to inform King's Residences that you will not be taking up your booked accommodation, a £500 late cancellation fee as well as 4 weeks rent will be applied to your student account.

(d) if the Agreement is formed during Term Time, and cancellation is submitted via email prior to the first day of the Period of Residence specified in the Agreement Summary. If you inform us that you are exercising your right to terminate after the start of the Period of Residence, a £500 cancellation fee will be applied to your student account.

Equality & Diversity

Residences endeavour to make reasonable adjustments to support individuals who, due to disability, a long-term medical condition or sensory or physical impairment, require prioritisation, adapted accommodation or a particular location to help them participate fully and enjoy a fulfilling university experience, in line with [the Equality Act 2010](#).

Applicants will be able to make the Reservations team aware of their needs by completing the relevant section in their online application form.

We will endeavour to make reasonable adjustments to support individuals who require prioritisation or adapted accommodation in line with the Equality Act 2010.

If you require an accessible room or room adjustments, please complete the Special Requirement form at the end of the application form.

For more general information and support please contact [the King's College Disability Advisory Services](#)

Single Gender Flats

Students who require a single gender flat (female only or male only) due to cultural or religious reasons are asked to indicate this on their application. Please see <http://www.kcl.ac.uk/study/accommodation/Inclusive-Living-atKings/index.aspx>

Oversubscription

We reserve the right to change your accommodation offer to similar alternative accommodation before you take up occupation if there is excessive demand for the Residence, which results in over-subscription. For more details, please see our Accommodation Licence Agreement.