

Queen's Accommodation Allocation Policy

1. Introduction and purpose

1.1. Queen's University Belfast ("Queen's") recognises the need for residential student accommodation that enables students to study and fully participate in all aspects of University life. In recognition of this, Queen's guarantees eligible students accommodation as outlined in this Allocation Policy (the "Policy").

1.2. The Policy refers to accommodation that is applied for through Queen's Accommodation and consists of rooms either managed by Queen's or by a private provider. Students should refer to Queen's website www.qub.ac.uk/accommodation/ for details on the range of accommodation on offer.

1.3. This Policy aims to provide transparency in the way Queen's allocates accommodation and how applications are prioritised.

2. University Accommodation Guarantee

2.1 Queen's guarantees an offer of accommodation to applicants who fulfil all of the following eligibility criteria ("Eligible"):

- i. hold either a conditional or unconditional offer and have made Queen's their First (Firm) choice University,
- ii. are coming unaccompanied, without partner or dependents,
- iii. are joining Queen's for the first time in their first year of a degree,
- iv. study full-time for the duration of the accommodation contract period,
- v. have not previously studied at Queen's or lived in Queen's Accommodation,
- vi. live over 45 miles from Queen's, as recorded on their UCAS application,
- vii. have submitted an online application for accommodation by the deadline of? midday 12pm 30th June 2025 (the "Deadline").

2.2 The proximity of an applicant's home address to Queen's University Belfast is calculated using an external algorithm. This algorithm automatically generates the straight-line distance (as the crow flies) between the applicant's home postcode, as recorded on UCAS, and the postcode of the University's main administrative address.

2.3 In the event the number of applicants eligible for the guarantee of University accommodation exceeds the number of available rooms, Queen's Accommodation will seek to secure additional private accommodation that it deems suitable for students.

3. Priority categories

a) Applicants with specific support needs

Applicants with a disability or additional support needs

3.1 In this policy, reference to "disability" means a physical or mental impairment that has a substantial and long-term negative impact on someone's ability to do normal daily activities, as defined by the Disability Discrimination Act 1995.

3.2 Applicants who, by reason of their disability, would be unable to study at Queen's unless provided with suitable University accommodation, shall be considered priority applicants, subject to meeting the conditions of Queen's accommodation guarantee.

3.3 Additional support needs requiring adjustments to be put in place (including, but not limited to, room location or type, room adaptations, or equipment such as a fridge for medication) must be disclosed to Queen's Accommodation at the point of application. Late disclosure may preclude Queen's from being able to reasonably fulfil the request.

Care leavers and irreconcilably estranged students

3.4 Care leavers and irreconcilably estranged students should inform the Accommodation Service of their requirements and provide supporting information with their application to be considered a priority applicant. Referrals may also be made directly by the Widening Participation Service.

3.8 Queen's University usually enters into contracts with students who are 18 years or over and therefore have the personal legal capacity to do so. Where a student is below that age, Queen's requires consent to be given from a parent/guardian during the offer acceptance process and to provide their personal details to Queen's Accommodation.

3.9 Queen's is not able to take on the usual rights, responsibilities and authority that parents have in relation to a child and it will not act as a parent for students who are under the age of 18 years.

c) International students ()

