



Study Abroad Accommodation Booking Form

Do you require us to arrange accommodation for you?
If yes, please complete the form below:

Yes

No

Accommodation Offered	Contract for Semester	Total Cost	Please indicate preference (✓)
Homestay	10th September 2013 to 15th December 2013	£2,800.00	
De Marillac Hall (on campus)	15th January 2014 to 1st June 2014	£3,100.00	

HOMESTAY STUDENTS ONLY

Accommodation Preferences

Smoking permitted

Non-smoking

Either

Please note that most of our Homestay accommodation is non-smoking therefore we may not be able to offer smoking permitted accommodation.

On Own/With Other Student

I prefer to be placed in: Accommodation by myself

with another student

Name of preferred room-mate, if applicable: _____

Room Type

If you wish to live with the same host as another student, what type of room would you prefer?

Single room

Shared room

Either

Special Dietary Requirements

Allergies (Please advise us if you have any allergies, e.g., pet allergies):

Please note that if you apply for Homestay, you will not subsequently be able to transfer to Halls of Residence as we enter a contract with the family providing the accommodation, nor will you be able to transfer from one Hall of Residence to another.

- Study Abroad/Exchange students live in accommodation arranged through and under the supervision of St Mary's University College Accommodation Office.
- **All Halls of Residence** and almost all Homestays are non-smoking.
- **Homestay:** We cannot guarantee a particular kind of accommodation (e.g., smoking/non-smoking; single rooms/shared rooms) or a particular room-mate, but we ask for your preferences overleaf for planning purposes and attempt to meet your requirements wherever possible. **N.B. You will be contracted to this accommodation for the full semester and any changes are only made in extreme circumstances and only at the discretion of the St Mary's University College Accommodation Office.**
- **Accommodation Fees:** All students are required to pay the accommodation fees in full prior to arrival, together with a damage deposit of £200. This deposit will be refunded after the end of the contract period, less any charges for damages, lost keys, etc.
- **Meal Plan:** This is included in the accommodation fees for De Marillac Hall and Homestay.
De Marillac Hall: 14 meals per week in Refectory (7 evening meals, 5 breakfasts and 2 weekend brunches).
Homestay: 7 evening meals in Refectory. Breakfast is provided by host.

For more information on our Study Abroad accommodation, please go to our website:

www.smuc.ac.uk/accommodation

Do you have a disability or medical condition? If so, please give details:

Special requirements (e.g., fridge for medication/ground floor room, etc):

If in Halls of Residence, this information will be passed to the Dyslexia & Disability Co-ordinator and your Resident Mentor unless you tick this box.

I understand that, if I accept the accommodation offered, I am contracted to this accommodation for the full semester and I agree to pay the damage desposit of £200, together with the full payment of the accommodation fees, prior to my arrival.

Student Full Name: _____

Signature: _____ Date: _____

Study Abroad Accommodation Notes

St Mary's University College is a beautiful, safe, self-contained campus in Strawberry Hill, Twickenham with busy towns nearby, great local transport links and central London only 30 minutes away by train. We are proud of our community atmosphere and, with just 4,000 students studying here, it is easy to make friends and feel at home.

We offer a variety of accommodation to our Study Abroad students. This can be accommodation with a family in our Homestay programme, or en-suite accommodation on campus.

- **Homestay Programme**

St Mary's University College works closely with a number of hosts in the pleasant suburban areas of Twickenham, Teddington and Hampton Hill, all local to our Strawberry Hill campus. Most of the accommodation provided will have internet access, however, in some cases this may be restricted.

You will be asked to provide information on your booking form relating to allergies, diet and other special requirements and we will endeavour to place you with a suitable family. We aim to ensure you feel happy, safe and welcome. Living in Homestay offers students a taste of British culture and adds to the student experience. Breakfast is provided by the host family and you will generally take your evening meals, including weekends, in the University College Refectory.

- **Type of Accommodation**

Accommodation may be in a house or an apartment. There can be wide variations in size and facilities. The bathroom is often shared with the hosts, however, in some cases, the student will have a separate, dedicated bathroom or en-suite facilities. The room can be single or double size (with single or double bed) but will be in good condition, well decorated and warm – usually furnished with bed, desk, chair, lamp, hanging storage and chest of drawers as a minimum.

- **Hosts**

Hosts may be single females or couples with or without children. Many hosts have pets (cats/dogs, etc), however, we will place students who advise us they have pet allergies with a non-pet owner.

Students placed in Homestay accommodation should be aware that they are living in someone else's home and be considerate and sensitive to the family lifestyle.

We try to find very local hosts where possible, generally within 25 minutes' walk or a short bus or train ride, as students have their evening meal on campus every day.

- **Length of Stay**

The University College places students with hosts on the understanding that this will be for the whole semester. Hosts may depend on the income and they may have turned away other guests to offer their accommodation to our Study Abroad students. You will be asked to sign a contract setting out the terms and conditions of your accommodation. However, if it is clear that there are serious problems between host and student which cannot be reconciled, the University College will, where possible, find alternative accommodation, although this cannot be guaranteed.

- **Campus Accommodation**

St Mary's University College offers a limited number of en-suite single/study bedrooms on campus, in our De Marillac Hall of Residence. All rooms have internet access, and meals (breakfast and evening meal each day) are provided in the University College Refectory, only a few minutes' walk from the Hall.

Booking Process

If you wish St Mary's to arrange your accommodation, you will be asked to complete the Booking Form section on your application form, giving us your accommodation preferences. You will then be advised of the type of accommodation you have been allocated, together with details of how to pay your damage deposit and accommodation fees. Although we will endeavour to offer you your preferred accommodation, this cannot be guaranteed.

Accommodation can only be guaranteed to students who complete and return their form before the closing date.

The Accommodation Office will arrange for your accommodation to be allocated to you for the full semester and it will not be possible for you to change your accommodation whilst you are studying at St Mary's. If you wish to leave your accommodation you will remain liable for the accommodation fees for the full semester.

Accommodation Fees

The accommodation fees vary according to the type of accommodation:

Homestay	£2,800 per semester
De Marillac Hall	£3,100 per semester

All students are required to pay the accommodation fees in full prior to arrival, together with a damage deposit of £200. This deposit will be refunded after the end of the contract period, less any charges for damages, lost keys, etc.

We aim to provide our students with a happy and safe environment in which to study and socialise and are confident that you will enjoy your time at St Mary's.