

## **Accommodation Allocation Procedure 2023/24**

The College has 350 bedrooms across the three campus sites which are available to applicants. The accommodation varies from single and double rooms in halls, to en-suite single rooms and rooms within self-catering houses. Our accommodation is of a high standard and priced competitively.

**Applying for Accommodation:** Applications are accepted between 1<sup>st</sup> June and 31<sup>st</sup> August 2023.

**Greenmount Campus:** From June 2023 the Campus will be under redevelopment, resulting in reduced residential accommodation.

**New to CAFRE Applicants:** Residential accommodation offers are made in accordance with the room allocation process with priority given to students studying at CAFRE for the first time.

**Returning Applicants:** Previous allocation **does not guarantee** a place in subsequent years. An application must be made each academic year. Applicants should be aware that applications from returning students will not be considered until applications from New to CAFRE students are processed. Those returning students should note that their previous behaviour record is reviewed before offers of accommodation are made. Due to the high level of demand, students returning to study at Greenmount and Enniskillen campuses are advised that an offer of accommodation is unlikely.

**Accommodation Offers** will be issued after the 1<sup>st</sup> September 2023. These will be issued after applicants have accepted an offer on a course.

**Room Type Offered:** Every effort is made to allocate applicants their first-choice room preference. This is not always possible. Applicants maybe offered alternative accommodation. While there is no obligation to accept, applicants should note that subsequent offers will not be made.

**Accepting or Declining the Offer:** Accommodation offers are made with a specific timeframe for acceptance. Where offers are not accepted within the given timeframe, the offer is withdrawn. If at a later stage an applicant wishes to be re-considered this will be progressed as a late application.

**Applications made on or after 1<sup>st</sup> September** will be accepted subject to availability.

**Accommodation Waiting List:** In the event of oversubscription applicants will be placed on a waiting list in order of priority based on the criteria below. CAFRE cannot

guarantee that all those on the waiting list will be offered accommodation. Applicants will be notified that they are on the waiting list and should be prepared to make alternative off-campus arrangements. Applicants who no longer wish to remain on the waiting list should notify the Campus Student Services Manager.

## **Room Allocation Priority Order:-**

1. **Fulltime New to CAFRE Applicants who have applied for accommodation before 31<sup>st</sup> August** will be prioritised based on:
  - a. Distance from the campus to the applicant's registered home address with preference provided to those living furthest from campus.
  - b. Applicants aged under 18 on 1<sup>st</sup> September 2023.
  - c. Applicants with long-term disabilities/medical conditions.
  - d. Applicants aged 18 or over on 1<sup>st</sup> September 2023.  
**Greenmount Campus applicants aged 18 or over, who live within 20 miles from the campus may not be offered accommodation, (in the event of oversubscription this distance may be increased).**
2. **Care Experienced Higher Education Applicants** – CAFRE guarantees an offer of accommodation to any applicant who has been in care experienced or leaving care of their local authority or Health and Social Care Trust and has accepted an offer to study at CAFRE. Applicants must have applied for accommodation by 31<sup>st</sup> August 2023 and have provided written, supportive evidence from the local authority or Health and Social Care Trust to the Student Support Officer.
3. **New to CAFRE Applicants who have applied for accommodation on or after 1<sup>st</sup> September** will be prioritised based on points 1a-1d above. In the event of over-subscription late applicants should be prepared that if they are offered accommodation this may be made after their course commences or placed on a waiting list.
4. **Returning applicants** will be prioritised based on:
  - a. Distance from the campus to the applicant's registered home address with preference given to applicants living furthest from campus and subject to remaining availability.  
**Greenmount Campus returning applicants who live within 50 miles from the campus may not be offered accommodation, (in the event of oversubscription this distance may be increased).**
  - b. Applicants aged under 18 on 1<sup>st</sup> September 2023.
  - c. Applicants with long-term disabilities/medical conditions.
  - d. Previous behaviour or disciplinary record will be considered.
5. **Part-time applicants or day release** courses at CAFRE will be offered any remaining rooms.
6. In any case where special circumstances are applicable the College will consider these circumstances on a case-by-case basis and reserves the right to allocate or withhold accommodation.