

### **MMU Halls of Residence Application- ERASMUS**

The University has an online application system to apply for University Halls of Residence/Housing.

<http://www.mmu.ac.uk/accommodation/>

An acceptance packet confirming your offer of a place to study at MMU will be sent to your home institution together with your unique MMU ID and other useful documents. You must apply for accommodation via the online system using your MMU ID number which you will find in your acceptance letter. *Students can only apply for accommodation if they have submitted an incoming Erasmus student application and you have been offered a place on the exchange by MMU.*

**\*\*Please note that if you are successful in securing a room with MMU Halls of Residence, you will be offered a room for the period of stay as stated in your MMU exchange application. Please note that if you have signed and accepted your offer of a room, you will not be released any earlier from the accommodation payment plan until the end date as specified in your contract.**

#### **TIPS when applying for accommodation:**

1. Visit: <http://www.mmu.ac.uk/accommodation/> and search for suitable accommodation
2. Make sure you read the terms and conditions and accept to proceed
3. Please ensure you select 2011-12 entry, click on 'New Student' and select 'Exchange Programme' to proceed to next step
4. Please indicate your MMU ID number as specified on your acceptance letter and enter your date of birth (date/month/year)

\* Should you have problems proceeding on from point 3 made above, please contact [c.renshaw@mmu.ac.uk](mailto:c.renshaw@mmu.ac.uk) with your date of birth (date/month/year) as there may be an error on the student records system.

5. Ensure that you have selected correct length of stay as stated in your exchange application.

Correspondence regarding your allocated Halls of Residence will be sent to your email address provided in your online application. All students are required to respond to their offer of a room sent from the Accommodation office within a specified period of time stated on your e-mail offering you a room in the Halls of Residence. This is usually 7 days but may be less if you apply late. You must also pay an initial fee of £100 which is an advanced payment of rent and therefore is non refundable.

Please ensure that you have read the terms and conditions of your contract before accepting the room and paying your deposit.

Should you have any queries regarding your offer of accommodation, please contact:

[accommodation@mmu.ac.uk](mailto:accommodation@mmu.ac.uk) – Manchester campus

[accommodationincheshire@mmu.ac.uk](mailto:accommodationincheshire@mmu.ac.uk) – Cheshire campus

## **IMPORTANT NOTICE FOR STUDENTS**

### **- the Autumn term only (September- December 2011)**

### **Exchange at MMU for**

Short term leases for the Autumn term is unfortunately not offered at MMU Halls of Residence, however the Exchanges & Study Abroad Unit will be able to offer advice on alternative options available to you. We work with Manchester Student Homes (MSA) <http://www.manchesterstudenthomes.com> who provide information and support on private housing which is available in and around Manchester and is ideal for students looking for short term lets in the Autumn.

We advise that you make contact with MSA before you make any firm plans and signing a contract with a private landlord as they will be able to fully advise you on your lease and contract.

The Exchanges and Study Abroad unit will also be holding a 'Find a Home' event in September during the welcome programme organised by MMU International so that you can meet with landlords that work with MSA who will be able to show you around their properties during the event. The Exchanges and Study Abroad unit will be in touch with you via email during the Summer to inform you of the event details.

### **- Exchange for the Academic year (September 2011- June 2012)**

Year long accommodation is more readily available. Students that require year long housing can apply for MMU Halls of Residence and you will be given a year long contract if successful with your application.

Any students wishing to stay in private housing for the academic year can do so by visiting the MSA website <http://www.manchesterstudenthomes.com> – We advise that you make contact with MSA before you make any firm plans and signing a contract with a private landlord as they will be able to fully advise you on your lease and contract. The Exchanges and Study Abroad unit will also be holding a 'Find a Home' event in September so that you can meet with landlords that work with MSA who will be able to show you around their properties during the event. The Exchanges and Study Abroad unit will be in touch with you via email during the Summer to inform you of the event details.

### **- Exchange for the Spring term/ and Summer term ( January- March 2012 OR January- June 2012)**

If you require accommodation starting in the Spring term (January 2012) for one or two terms, you can apply for MMU Halls of Residence.

If you are successful in securing a room with MMU Halls of Residence, you will be offered a room for the period of stay as stated in your MMU exchange application. Please note that if you have signed and accepted your offer of a room, you will not be released any earlier from the accommodation payment plan until the end date as specified in your contract.

Any students wishing to stay in private housing for the duration of their stay can do so by visiting the MSA website <http://www.manchesterstudenthomes.com> – We advise that you make contact with MSA before you make any firm plans and signing a contract with a private landlord as they will be able to fully advise you on your lease and contract.