

University halls

Application guide 2022/23



This document is a guide to help you through the process of applying for accommodation at the University of Southampton. Before you start, please make sure you have:

- A working email address
- Your 8-digit student ID number, which should be included on your communications from the University. If you don't have this, you can contact your [faculty of study](#) or the Student Hub on studenthub@soton.ac.uk or +44(0)2380 599599.
- An idea of what type of accommodation you would like to apply for.

You can now register on the website and submit an application, using the following steps:

Registering and Logging In

Go to <https://accommodationservices.soton.ac.uk/portal> and click "Register" in the top right-hand corner. You will then be prompted to enter the following details:

Student ID: This is the 8-digit number, which should be included on your communications from the University. If you don't have this, you can contact your [faculty of study](#) or the Student Hub on studenthub@soton.ac.uk or +44(0)2380 599599.

First name and surname/ family name: Please ensure that these details match those on your university offer to study letter. If there are any discrepancies, you will not be able to register.

Date of Birth: Entered in DD/MM/YYYY format

You will need to type your email address and password twice. Your password must contain a minimum of six letters and one number.

Please complete your personal details.

Student ID: *

First Name: *

**Surname/
Family Name:**
*

Date Of Birth: *

Please complete your login details.

Email Address: *

**Repeat Email
Address: ***

Password: *

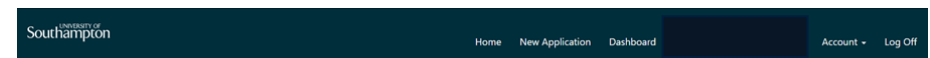
Repeat Password: *

After logging in, you will be taken to the home screen. From here, you can make a new application for accommodation, check the progress of any existing applications, and accept any offers made to you.

By selecting “Account” in the top right-hand corner, you can also keep your personal details up to date. This includes your email address which you use to log in. If at any point you wish to change your registered email address, you can do so from the “maintain account” tab on the drop-down menu.

Once you have completed these steps, a six-digit validation code will be sent to the email address you used to register. Access your email account to collect the code and use this to log in to the site. You will only need this code the first time you log in.

PLEASE NOTE: The email containing the validation code can sometimes be filtered into the spam or junk folders of some accounts. If you cannot find the email in your inbox, please check the spam/ junk folders as well.



WELCOME TO THE UNIVERSITY OF SOUTHAMPTON ACCOMMODATION PORTAL

Use our accommodation portal to apply for accommodation, review offers of accommodation and accept your halls contract, complete our online induction process and to schedule your date and time of arrival.

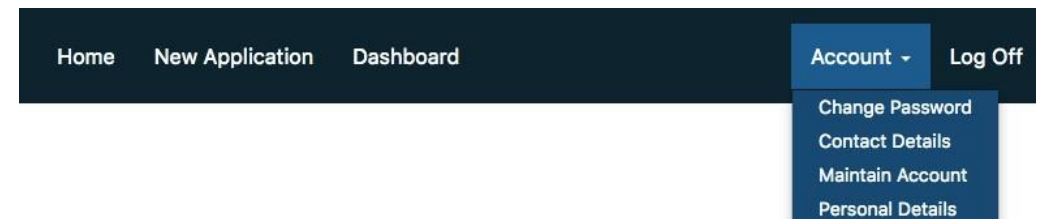
[Accommodation for 21/22](#)

We are still welcoming applications.

[Applications for 2022/23 will open in the early part of 2022](#)

Returning students can apply for accommodation from mid February 2022.

New students can apply for accommodation from Spring onwards. Please check our [website](#) for more details.



Submitting an application

Before applying for accommodation, you should look at the different types of accommodation available and decide what you would like to apply for. There are several different room types situated across a range of halls sites, and when you apply you will be asked to choose between three and five preferences.

You can find out more about our halls on the [accommodation site](#).

Different types of rooms include:

Part catered/ self-catered: Whether you would like to cook for yourself or have some meals

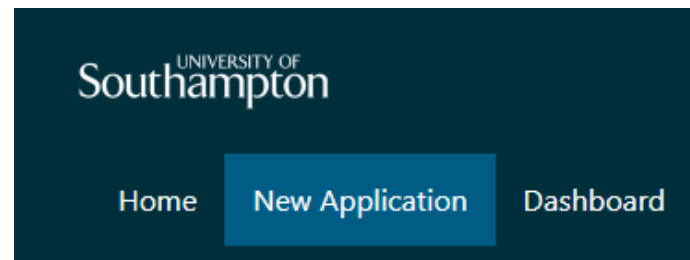
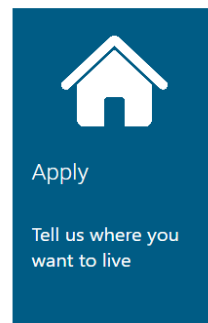
provided Room type: These range from standard shared bathroom room or en-suite rooms to self-contained

Licence duration: Whether you require a short, standard or long licence

Hall's complex: Which of our halls sites you would like to apply for

When your application is considered, every effort is made to allocate you according to your preferences. The allocations are dependent on room availability, so we cannot guarantee that you will receive your top preferences- this is why we will ask for up to five choices.

You can submit a new application by selecting the “apply” button on the home page, or “new application” in the top right-hand corner.



You will then need to select a few options which will determine what type of application you are making:

Session: This is the academic year that you are applying for, for example 2021-22 or 2022-23.

Application Type:

New students are students who are starting their first year in September 2022.

Returning students are students who are either repeating a year or going into their second or subsequent years of study

Foundation Year Students on their second year of study should apply as a *New Student* if you would like to be allocated with first year students. If you would prefer to be with allocated with returners to halls, please apply as a *Returning Students*.

Course Type: This determines what type of course you are studying, for example undergraduate or postgraduate.

Part-Year contracts can be applied for if you are a visiting/ exchange students or students who only require accommodation for one semester.

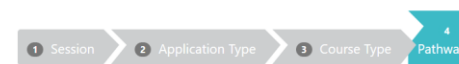
If you are registered with the *Student Disability and Inclusion* Team please select the option in this section

Pathway: This is when you select where you would like to live, based on where you will study.



Select the option that applies to you

<p>UG Soton I am a returning/continuing undergraduate studying in Southampton</p>	<p>UG Winch I am a returning/continuing undergraduate studying in Winchester</p>
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Select the option that applies to you

<p>PG Soton I am a returning/continuing postgraduate studying in Southampton</p>	<p>PG Winch I am a returning/continuing postgraduate studying in Winchester</p>	<p>Couples and Family Soton My course is in Southampton and I am in a couple or family</p>
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The system will then show you the accommodation available based on the information provided. This will include available contract lengths as well as different room types and prices, divided by halls site. You can filter the results by contract length, room type, catering and pricing using the menu on the left of the screen.

Search

Licence:







- 22/23 40 week Standard
- 22/23 38 week standard

Room Type:

- Standard en-suite
- Standard en-suite Catered
- Enhanced en-suite
- Standard shared bathroom Catered
- Enhanced Plus shared bathroom
- Quiet standard en-suite
- Alcohol free and quiet standard en-suite
- Standard shared bathroom
- Enhanced shared bathroom
- Quiet enhanced shared bathroom

Catering:





- Self catered
- Part catered

Glen Eyre			
Close to Highfield and Boldwood Campuses, Glen Eyre is our biggest student community with lots of green space and great facilities.			
 	22/23 40 week Standard	Standard en-suite - £177.87 Per Week Enhanced Plus shared bathroom - £160.79 Per Week Quiet standard en-suite - £177.87 Per Week Standard shared bathroom - £120.40 Per Week Enhanced shared bathroom - £144.83 Per Week	Apply
Wessex Lane			
A social student village with great facilities.			
 	22/23 38 week standard 22/23 40 week Standard	Enhanced en-suite - £172.69 Per Week Standard shared bathroom Catered - £164.78 Per Week Enhanced Plus shared bathroom - £160.79 Per Week Quiet standard en-suite - £160.79 Per Week Alcohol free and quiet standard en-suite - £160.79 Per Week Enhanced shared bathroom - £120.40 Per Week Quiet enhanced shared bathroom - £120.40 Per Week	Apply
Mayflower			
Stylish modern accommodation in Southampton city centre.			
 	22/23 38 week standard	Standard en-suite - £177.87 Per Week Quiet standard en-suite - £177.87 Per Week	Apply

Price:






£0 - £207

[Search](#)

Archers Road			
Archers Road offers friendly city centre student living close to the bars and restaurants in Bedford Place.			
 	22/23 40 week Standard	Standard en-suite - £144.83 Per Week Quiet standard en-suite - £144.83 Per Week Alcohol free and quiet standard en-suite - £144.83 Per Week	Apply
Highfield Hall			
Traditional accommodation close to Highfield and Avenue campuses and right next to the peaceful green space of Southampton Common.			
 	22/23 40 week Standard	Standard en-suite Catered - £206.71 Per Week Standard shared bathroom Catered - £177.38 Per Week	Apply

Select your choices one at a time. By clicking on the halls site, you will be shown specific information regarding the rooms available and can apply for these by clicking the red button to the right.

PLEASE NOTE: The photographs provided on the website are samples only and rooms/ fittings can vary in their appearance depending on the building and specific location.

Room Type		Contract length	Start Date	End Date	Catering	Price	Total
Enhanced Plus shared bathroom		22/23 40 week Stan <input type="button" value="v"/>	24/09/2022	01/07/2023	Self cater <input type="button" value="v"/>	£160.79 Per Week	<input type="button" value="Apply"/>
Enhanced shared bathroom		22/23 40 week Stan <input type="button" value="v"/>	24/09/2022	01/07/2023	Self cater <input type="button" value="v"/>	£144.83 Per Week	<input type="button" value="Apply"/>
Quiet standard en-suite		22/23 40 week Stan <input type="button" value="v"/>	24/09/2022	01/07/2023	Self cater <input type="button" value="v"/>	£177.87 Per Week	<input type="button" value="Apply"/>
Standard en-suite		22/23 40 week Stan <input type="button" value="v"/>	24/09/2022	01/07/2023	Self cater <input type="button" value="v"/>	£177.87 Per Week	<input type="button" value="Apply"/>
Standard shared bathroom		22/23 40 week Stan <input type="button" value="v"/>	24/09/2022	01/07/2023	Self cater <input type="button" value="v"/>	£120.40 Per Week	<input type="button" value="Apply"/>

Please note that the room images displayed above are typical examples of each room type. Our rooms vary in size and layout and your actual room may look different from that displayed.

After you have selected your first option, you will be taken to a summary screen and prompted to “add another”. Remember that you should choose a minimum of three preferences.

Once you have finished, your summary screen will look something like this:

Preferences

Please choose your accommodation preferences, in order of choice. We will do our best to meet your preferences, but this is not guaranteed as it depends on availability when we allocate you a room.

Halls site	Room Type	Contract length	Start Date	End Date	Catering	Price	Order	Delete
Wessex Lane	Alcohol free and quiet standard en-suite	22/23 38 week standard	24/09/2022	17/06/2023	Self catered	£160.79 Per Week for Alcohol free and quiet standard en-suite	Move Down	Delete
Wessex Lane	Quiet standard en-suite	22/23 38 week standard	24/09/2022	17/06/2023	Self catered	£160.79 Per Week for Quiet standard en-suite	Move Up Move Down	Delete
Glen Eyre	Enhanced shared bathroom	22/23 40 week Standard	24/09/2022	01/07/2023	Self catered	£144.83 Per Week for Enhanced shared bathroom	Move Up Move Down	Delete
Mayflower	Quiet standard en-suite	22/23 38 week standard	24/09/2022	17/06/2023	Self catered	£177.87 Per Week for Quiet standard en-suite	Move Up Move Down	Delete
Archers Road	Quiet standard en-suite	22/23 40 week Standard	24/09/2022	01/07/2023	Self catered	£144.83 Per Week for Quiet standard en-suite	Move Up	Delete

Next

Your preferences are listed from top to bottom- so your first choice should be at the top of the list. You can use the summary screen to review your preferences and move them up and down.

When you are satisfied with your preferences, select “next”. The following screen will ask you to state any additional preferences, including:

Mixed or single gender accommodation

If you require single gender accommodation, this will be prioritised over other preferences you have expressed such as room type.

SINGLE GENDER ACCOMMODATION

All of our rooms are single occupancy. If you would prefer to share a kitchen with all male or all female residents, please request a single gender flat below.

If you request single gender accommodation we will prioritise this above your other preferences.

Gender:

LGBTQ+ accommodation

These flats are for students who identify as part of the LGBTQ+ community and who wish to live with others from that community. We will prioritise your preference for LGBTQ+ accommodation above your selected hall and room type preferences if required.

	Tick to answer yes
Do you want to live in a flat with students identifying as LGBTQ+?	<input checked="" type="checkbox"/>

Notes

Here you can write anything else you would like to be considered as part of your application. If you have indicated that you have a disability or health condition, please provide further information in this box. We will liaise directly with the Disability and Inclusion Team regarding room allocations.

Once you have completed all the fields on this section, click next to go to the **Group Application**.

Returning Students are able to apply to live with a group of students.

Group Application

You are currently not a member of a group.

Group Reference [Join](#)

[Back](#) [Next](#)

If you are the first person in your group to reach the group application page, please type in your group name and then join.

If you wanting to join a group, type group name in group reference and then join. Then click next.

If you do not want to join a group, click next.

If you want to leave your group once you have submitted your application, go to the dashboard at the top of the page and edit the attributes section of the application.

Once you get to this page, click next and then you come to page below where you will see your group name.

Group Application

You are currently a member of a group with the details below.

Group Reference TESTTTTT [Leave](#)

[Back](#) [Next](#)

Click leave and then next.

On this page you will be able to review your applications and read the Terms & Conditions before pressing submit.

Application Details

This is your application.

Application ref: 111428
Session: 2022-2023
Pathway: UG Soton
Application Date: 15/02/2022
State: Complete but not Submitted
Course Type: Standard Contracts
Group Reference:
Gender Preference: Prefer Mixed Gender

PREFERENCES Edit

These are your preferences.

Halls site	Room Type	Contract length	Catering	Start Date	End Date	Price
Wessex Lane	Alcohol free and quiet standard en-suite	22/23 36 week standard	Self catered	24/09/2022	17/06/2023	£160.79 Per Week for Alcohol free and quiet standard en-suite
Wessex Lane	Quiet standard en-suite	22/23 36 week standard	Self catered	24/09/2022	17/06/2023	£160.79 Per Week for Quiet standard en-suite
Glen Eyre	Enhanced shared bathroom	22/23 40 week Standard	Self catered	24/09/2022	01/07/2023	£144.83 Per Week for Enhanced shared bathroom
Mayflower	Quiet standard en-suite	22/23 36 week standard	Self catered	24/09/2022	17/06/2023	£177.87 Per Week for Quiet standard en-suite
Archers Road	Quiet standard en-suite	22/23 40 week Standard	Self catered	24/09/2022	01/07/2023	£144.83 Per Week for Quiet standard en-suite

ADDITIONAL PREFERENCES Edit

Below are the additional preferences you have chosen for your application.

Name	Answer
Do you want to live in a flat with students identifying as LGBTQ+?	Yes

NOTES Edit

TERMS AND CONDITIONS

Find below a link to the terms and conditions for this application.

<https://www.southampton.ac.uk/uni-life/accommodation/terms-conditions.page>

Delete Back Submit

Lastly, you will be asked to tick the box below to confirm you are happy with your application.

Submit Application

By ticking this box I confirm I have read, understood and accept the [terms and conditions](#) of applying for halls, which also explain how we use your personal data, full details of which may be found in our [privacy notice](#).

I confirm I have read and understood the terms and conditions of applying for a place in halls.

No	Yes
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You have now submitted your application!

You can review your application at any time using the “dashboard” link in the top right-hand corner of your home page. You can delete your application and submit a new one with your new choices until your application deadline so don’t panic if you decide that you would like to make some changes. If you need to make a change to your application and are unable to, please contact the accommodation team directly using the details provided below.

Remember- the University will endeavour to allocate according to your preferences wherever possible, but this is subject to room availability at the time of allocation.

If you have a question not answered here, please contact the Student Hub directly via:

Telephone: +44(0)2380 595959

Email: studenthub@soton.ac.uk

In person: Student Hub, Building 37, Highfield Campus