University of
Southampton

Applying to University Halls

Application Guide 2024/25

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:

Go to

Registering and Logging In

Go to the accommodation 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.

New students that apply before 1st July 2024 are covered by the accommodation guarantee

Please complete your personal details.

Student ID: *

First Name: *

Surname/Family Name:

*

Date Of Birth: *   19/01/2000

Please complete your login details.

Email Address: *

Repeat Email Address: *

Password: *

Repeat Password: *

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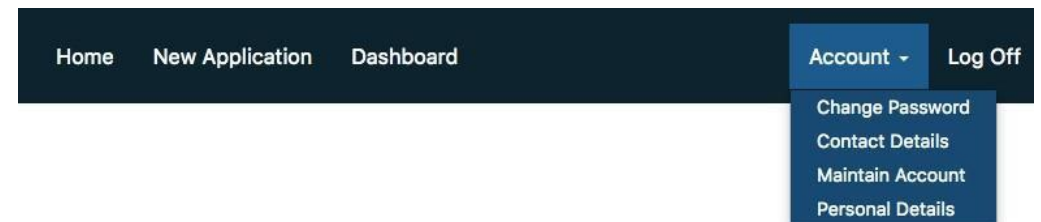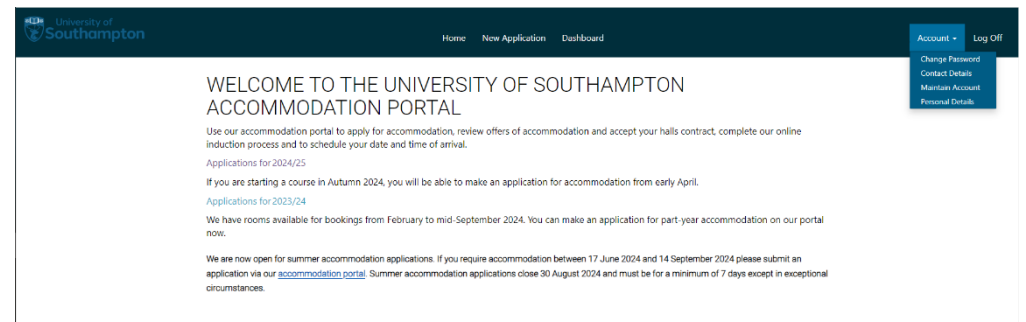
After logging in, you will be taken to the home screen. From here, you can make a new application for accommodation, check the progress of any existing applications, and accept any offers made to you.

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.

University of Southampton

Home   New Application   Dashboard   Account ▾   Log Off
                                                      Change Password
                                                      Contact Details
                                                      Maintain Account
                                                      Personal Details

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.

Applications for 2024/25

If you are starting a course in Autumn 2024, you will be able to make an application for accommodation from early April.

Applications for 2023/24

We have rooms available for bookings from February to mid-September 2024. You can make an application for part-year accommodation on our portal now.

We are now open for summer accommodation applications. If you require accommodation between 17 June 2024 and 14 September 2024 please submit an application via our accommodation portal. Summer accommodation applications close 30 August 2024 and must be for a minimum of 7 days except in exceptional circumstances.

Home   New Application   Dashboard   Account ▾   Log Off
                                                      Change Password
                                                      Contact Details
                                                      Maintain Account
                                                      Personal 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 website.](#)

Different types of rooms include:

Part catered/ self-catered: Whether you would like to cook for yourself or have some meals provided. A catering package is also available. More information on the catering package can be found [here](#).

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

License duration: Whether you require a short, standard or long license

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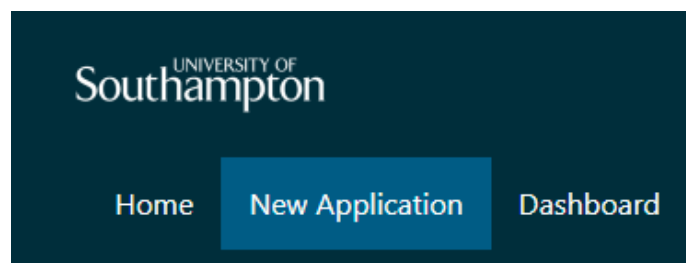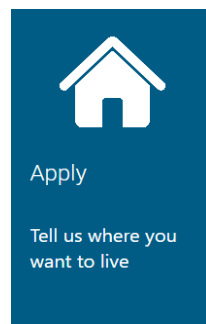
You will then need to select a few options which will determine what type of application you are making:

Session: This is the academic year that you are applying for, for example 2024-25.

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

Pathway: This is when you select what type of application applies to you.
Please note that some room types might be specific to a given pathway so choose a pathway that is most appropriate to you.
If you are registered with the *Student Disability and Inclusion* Team, please select the option in this section

1 Session   2 Application Type   3 Course Type   4 Pathway

Select the option that applies to you

New Undergraduate
I am a new undergraduate studying at the university of Southampton

UG International
I am a new international undergraduate who needs to arrive from 19th September onwards

Disability and Inclusion
I am a new undergraduate who requires specific adjustments to my place of living or accommodation for hidden disabilities

Study abroad & exchange
I am a new Study abroad & exchange or Visiting student who requires part year accommodation

New LGBTQ+
I am a LGBTQ+ new student who wants to live with other LGBTQ+ new students

1 Session   2 Application Type   3 Course Type   4 Pathway

Select the option that applies to you

New Postgraduate
I am a new postgraduate studying at the university of Southampton

Disability and Inclusion
I am a new postgraduate who requires specific adjustments to my place of living or accommodation for hidden disabilities

PGCE
I am a PGCE student who requires accommodation

New Couples
I am a new postgraduate student looking to share a room with a partner

If you select the LGBTQ+ pathway, please note that there will be nothing on your application which indicates that you have selected this option.

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 type:

- [ ] **24/25 38 week standard**
- [ ] **24/25 41 week standard**
- [ ] **24/25 Lucia Foster Welch 42 weeks**

Room Type:

- [ ] **Standard en-suite**
- [ ] **Standard en-suite Catered**
- [ ] **Enhanced en-suite**

Catering option:

- [ ] **Self catered**
- [ ] **Part catered**
- [ ] **with Catered Package**

Price per week:

£0 - £278

[Search]

Archers Road (Southampton)

Student living in a residential area close to Southampton city centre.

	24/25 38 week standard 24/25 41 week standard	Standard en-suite Alcohol free and quiet standard en-suite Quiet standard en-suite	Apply
	Self catered with Catered Package		

City Gateway (Southampton)

A modern hall of residence with convenient transport links within Southampton and beyond.

	24/25 41 week standard	Alcohol free and quiet standard en-suite Quiet standard en-suite	Apply
	Self catered with Catered Package		

Lucia Foster Welch (Southampton)

In partnership with Every Student, offering rooms in a large, affordable student community in Southampton's Ocean Village.

	24/25 Lucia Foster Welch 42 weeks	Standard shared bathroom	Apply

Mayflower (Southampton)

Stylish modern accommodation in Southampton city centre.

	24/25 41 week standard	Standard en-suite Quiet standard en-suite Enhanced plus en-suite	Apply
	with Catered Package		

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		Licence type	Start Date	End Date	Catering	Price	Total	
Alcohol free and quiet standard en-suite		24/25 38 week standard ⌄	21/09/2024	14/06/2025	Self catered ⌄	£162.12 per week	£6,160.56	**Apply**
Quiet standard en-suite		24/25 38 week standard ⌄	21/09/2024	14/06/2025	Self catered ⌄	£162.12 per week	£6,160.56	**Apply**
Standard en-suite		24/25 38 week standard ⌄	21/09/2024	14/06/2025	Self catered ⌄	£162.12 per week	£6,160.56	**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.

This sample comes from the accommodation option: Archer's road.

You can also choose your preferred licence type and catering options using the drop-down menu

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:

- **Please note that the preferences are listed from top to bottom with your first choice at the top.**

Halls site	Room Type	Contract length	Start Date	End Date	Catering	Price	Order	Delete
Archers Road (Southampton)	Quiet standard en-suite	24/25 38 week standard	21/09/2024	14/06/2025	Self catered	£0.00 Per Week for Self catered £162.12 Per Week for Quiet standard en-suite	Move Down	Delete
City Gateway (Southampton)	Alcohol free and quiet standard en-suite	24/25 41 week standard	21/09/2024	05/07/2025	Self catered	£0.00 Per Week for Self catered £198.52 Per Week for Alcohol free and quiet standard en-suite	Move Up Move Down	Delete
Mayflower (Southampton)	Enhanced plus en-suite	24/25 41 week standard	21/09/2024	05/07/2025	Self catered	£217.21 Per Week for Enhanced plus en-suite	Move Up Move Down	Delete
Wessex Lane (Southampton)	Enhanced Plus shared bathroom	24/25 41 week standard	21/09/2024	05/07/2025	Self catered	£179.97 Per Week for Enhanced Plus shared bathroom	Move Up	Delete

Please add Another

Add Another   Next

You can use the summary screen to move your preferences 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

Please let us know if you would prefer single gender accommodation. Please note that if you request single gender accommodation we will prioritise this above your other preferences.

Gender: Prefer Mixed Gender

Notes
Please use this space to let us know of anything we need to be aware of when considering your application including but not Imited to disability and inclusion, financial situation or if you require a longer bed due to your height.

If you have indicated that you have a disability or health condition, please provide further information in this box, even if you have mentioned it your UCAS form or have already told the university. We will liaise directly with the Disability and Inclusion Team regarding room allocations.

NOTES

Please add any further notes you want to include on your application in the box below. We will do our best to use the information that you provide when allocating accommodation, however we can not guarantee to meet your requests.

If you have any disabilities or medical issues that we may need to take into consideration when allocating you a room, you must include relevant information here. This includes temporary conditions that might affect you while living in our accommodation, such as occasional wheelchair use, fainting spells or seizures. Please provide as much information as possible to help us understand what you need.

If necessary we will liaise with Student Disability and Inclusion to make the most suitable allocation for you, which will require us to share the information in your accommodation application.

Please use this space to let us know of anything we need to be aware of when considering your application

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

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

Please note that the group reference does not not apply to new students, who are unable to submit group applications.

Application Details

This is your accommodation application.

Application refere... 145249
Session 2024-2025
Application Date 28/03/2024
State Complete but not Submitted
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
Archers Road (Southampton)	Quiet standard en-suite	24/25 38 week standard	Self catered	21/09/2024	14/06/2025	£0.00 Per Week for Self catered £162.12 Per Week for Quiet standard en-suite
City Gateway (Southampton)	Alcohol free and quiet standard en-suite	24/25 41 week standard	Self catered	21/09/2024	05/07/2025	£0.00 Per Week for Self catered £198.52 Per Week for Alcohol free and quiet standard en-suite
Mayflower (Southampton)	Enhanced plus en-suite	24/25 41 week standard	Self catered	21/09/2024	05/07/2025	£217.21 Per Week for Enhanced plus en-suite
Wessex Lane (Southampton)	Enhanced Plus shared bathroom	24/25 41 week standard	Self catered	21/09/2024	05/07/2025	£179.97 Per Week for Enhanced Plus shared bathroom

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

Please take the time to do a final review of your application and ensure that all of your preferences meet your requirements and are within your budget. **You cannot change your application form once you have submitted it.**

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

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 you application and are unable to, please contact the accommodation team directly using the details 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: accommodation@soton.ac.uk

In person: Student Hub, Building 37, Highfield campus.