

## Accommodation Allocation and Charging Procedure 2024/25

The College of Agriculture, Food & Rural Enterprise has approximately 350 student bedspaces across three campus sites at Enniskillen, Greenmount and Loughry with a range of accommodation types as follows;

### 1. Catered Accommodation

- En-suite single/twin room (Greenmount only)
- Standard single room (Enniskillen, Greenmount and Loughry)
- Standard twin room (Enniskillen and Greenmount)

**Rooms in catered accommodation are offered on a catered package basis only.**

### 2. Self-catered Accommodation (only available to students over 18 years of age)

- Single room in a shared bungalow (Enniskillen and Greenmount)
- Twin room in a shared bungalow (Enniskillen and Greenmount)
- Student Village – En-suite single rooms in shared accommodation (Greenmount only)

**Applying for Accommodation:** Applications are submitted via the CAFRE website and will be accepted from Saturday 1 June 2024 until 11pm on Wednesday 28 August 2024.

The process for applying for residential accommodation is separate from academic courses. You must make a separate application for residential accommodation.

**For new to CAFRE applicants** residential accommodation offers are made in accordance with the room allocation process with priority given to students studying fulltime on campus for the first time.

**Returning Applicants:** A new application must be made each academic year. Previous accommodation allocation **does not guarantee** residential accommodation in subsequent years. Applications from returning students will not be considered until all New to CAFRE students are processed. The behavioural record of returning

students may be taken into consideration. Due to the high level of demand, students returning to study at Enniskillen and Greenmount campuses are advised that an offer of accommodation is unlikely.

**Accommodation Offers** will normally be issued as on or after the 30 August 2024.

**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 Where offers are not accepted within the given timeframe, the offer is withdrawn.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 30 August 2024** 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.

Alternatively, applicants on the waiting list may be offered accommodation on a different campus.

**Special Circumstances:**

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.

Special circumstances may include needs in relation to age, care experienced, disability, medical conditions, gender identity, sexual orientation, race or religion.

It is recommended that if you have not already done so that you should contact the campus Student Support Officer. The Student Support Officer will assess your individual support requirements to help ensure that all appropriate support is available to you at the college. More information on Student Support can be found [here](#).

## Room Allocation Priority Order:-

CAFRE will use the following criteria in determining the allocation of residential accommodation.

1. **New to CAFRE students with special circumstance needs** on a case- by-case basis and who have applied on or before the closing date.
2. **New to CAFRE students** studying fulltime on campus in their **first year of study**, who have applied on or before the closing date and live at least 20 miles from the college. In this instance considerations will be given to the distance from the campus to the students registered home address with preference given to applicants living furthest from campus and subject to availability.
3. **Returning students with special circumstance needs** on a case- by-case basis and who have applied on or before the closing date.
4. **Returning students** who have progressed to study fulltime on campus and are in their **first year of a new programme**, who have applied on or before the closing date and live at least 20 miles from the college\*. In this instance considerations will be given to the distance from the campus to the students registered home address with preference given to applicants living furthest from campus and subject to availability. Previous behaviour or disciplinary record will also be considered.
5. **Returning students** studying fulltime on campus in their **second year of study** and live at least 20 miles from the college\*. In this instance considerations will be given to the distance from the campus with preference given to applicants living furthest from campus and subject to availability. Previous behaviour or disciplinary record will also be considered.
6. **Returning students** studying fulltime on campus in their **third or final year of study** and live at least 20 miles from the college\*. In this instance considerations will be given to the distance from the campus with preference given to applicants living furthest from campus and subject to availability. Previous behaviour or disciplinary record will also be considered.
7. Students who have applied for accommodation **after the closing date**. 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.

8. **Part-time applicants or day release** courses at CAFRE will be offered any remaining rooms.

*\*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.*

**CAFRE Student Accommodation Charges for the 2024/25 Academic Year are as follows;**

<b>Room Type</b>	<b>24/25 Per Semester (15 weeks)</b>	<b>24/25 Per Week</b>	<b>Catering Type</b>
Standard Single in Halls	£960	£64	Catered
Standard Twin Room in Halls	£810	£54	Catered
En-Suite Single/Twin in Halls	£1005	£67	Catered
Single Room in a Bungalow	£1110	£74	Self-Catered
Twin Room in a Bungalow	£975	£65	Self-Catered
Student Village (Greenmount Only)	£1215	£81	Self -Catered

All charges for accommodation (room only) will be invoiced by DAERA and are payable within 30 days of receiving the invoice. Semester 1 invoices will be issued in late September with the Semester 2 invoice issued in January. The Semester 1 accommodation invoice will have an additional charge of **£150** for a **Damage Deposit**, which is refundable at the end of the year as per the Student Licence Agreement Terms.

### **Catering Charges**

For those students living in catered accommodation there is an additional payment for a catering package. This money will be pre-paid onto a 'cater card' for use by the student in College restaurants and cafes. When an offer of accommodation is emailed to you, you will be provided with details on how to apply for the cater package online. Cater packages can be paid in full, monthly or by two instalments.

**Failure to pay the catering package instalments will result in the cancellation of the accommodation contract and the student will be required to leave accommodation.**

Catering packages equate between £21-£32 per week depending on the package selected and the campus which you reside.

It is important to note that the catering package payment does not cover the full cost of a student's meals while living on campus five days per week. The actual cost of meals purchased is deducted from each student's cater card and is determined by what they have purchased. When the credit on the cater card is used up, students will have to pay cash or by debit card at the tills for items they may wish to purchase.