

University of
South Wales
Prifysgol
De Cymru

University of South Wales

Accommodation Allocation Policy

2025-2026

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Mae'r ddogfen hon ar gael yn Gymraeg. This document is available in Welsh.

If you wish to receive a copy please contact: accom@southwales.ac.uk

1.0 Introduction

This policy sets out the terms on which rooms are allocated to students applying for accommodation in our halls of residence and with any private providers we hold a nomination with.

For further information about how to book a room please visit [Accommodation - University of South Wales](#) or contact the accommodation team on accom@southwales.ac.uk

2.0 The USW Accommodation Guarantee

The University offers a guarantee of accommodation in Halls of residence either on Campus or through one of our preferred private providers in Cardiff or Newport, who meet the terms of the conditions of Guarantee.

The Accommodation Guarantee is non location specific, and we do not guarantee we can offer the preferred room choice or location but will where possible endeavour to meet these preferences.

Students who meet the terms and conditions of the guarantee will receive an email offering them the opportunity to apply for a single occupancy room. At this point applicants may outline their location and room preferences.

Who is covered by the accommodation guarantee?

New home or international undergraduate or postgraduate students - first year of study, who choose USW as their firm choice by the guarantee deadline date, secure their accommodation with a reservation fee by the deadline (usually 10 days after this date but will be made clear in communications from the accommodation office) and who meet the terms of their academic offer. Please check specifics of the guarantee: [Accommodation Guarantee - University of South Wales](#)

Eligibility criteria for guaranteed accommodation.

Students must;

- Have accepted an offer of a place at USW and made us your firm choice through UCAS
- Apply for accommodation by the set guarantee deadline in the year the course begins
- Apply for a single occupancy room, for the full duration of the term and complied with any holding deposit requirements.
- Accept the offer of accommodation within the deadline, which is usually 4 days after the offer is made. If you do not accept within the timeframe stipulated the accommodation may be offered to someone else.
- Meet the terms of your academic offer.

3.0 Allocations Process

The University of South Wales is committed to a fair process for allocating rooms and building diverse communities in all its residences. We consider specific criteria and requests to aid specific students before we make all allocations.

We have limited rooms in Cardiff and Newport and therefore will work on a first come first served basis. We advise that students interested in a Cardiff or Newport room book as soon as possible.

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Once our rooms in Cardiff and Newport are fully allocated we work on a referral basis to student accommodation providers in the locality or offer you a room at one of our other campuses.

Room allocations will be made considering the following (see section 4.0 below for further information)

1. Students who are under 18 and could not reasonably be expected to secure accommodation in the private rental sector.
2. Students leaving a care placement.
3. Students with any medical condition or impairment who would struggle to be accommodated offsite or who need an adapted room
4. Students that geographically live in a location where commuting to university would be impractical.

4.0 Further information on the allocation hierarchy

Students will be given an allocation preference if there is a Long-Term Disability or Medical Condition so long as;

- Applicants and current students have a long-term disability or medical condition which requires special consideration or adjustment with regard to the provision of accommodation.
- Our Wellbeing Services are involved with the identification and assessment of these students and their needs.
- We can only guarantee appropriately adapted or specialist accommodation if accommodation is available at the time of booking. Students are still required to book through the standard booking process and will be considered on a case-by-case basis.
- Students with specific room adaptation to engage with the wellbeing service in advance so that the University can make reasonable adjustments in a timely and appropriate manner. This is especially important if we need to consider an accompanying carer. If you decide not to engage with us at an early stage, we cannot guarantee that your requirements will be met.

Students transitioning from care

- In support of Students Transitioning from care, the University of South Wales ensures a guaranteed place in halls and will waive any holding deposit.

5.0 Students not covered by the accommodation guarantee

Continuing students (those in their 2nd/3rd etc years) are not covered by the guarantee. A limited number of hall rooms are set aside for continuing students to book on our Pontypridd campus. These rooms are reserved so that there is a good mix of ages in the hall's community. Many of our second, and third- year students are active in peer support roles in the Residence Life team. Bookings open first in the cycle (around November/December) in the preceding academic year. Eligibility for booking accommodation as a continuing student an applicant must:

- Not have any outstanding debt with the University for accommodation
- Not have previously been excluded from any University accommodation
- Have met the course requirements to continue their studies for the full academic year.

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Rooms for continuing students will be available on a first come first serve basis unless you are a continuing student that has long term medical need, is a care leaver or under 18, in which case your application will be prioritised.

6.0 Family Accommodation

We have very limited family accommodation To enquire about availability please contact accom@southwales.ac.uk. Family accommodation will be prioritised on a case-by-case basis.

7.0 Oversubscription Process

In years where accommodation is oversubscribed a waiting list may be utilised. Allocation for accommodation will then be offered in the following priority order;

- Under 18s – this cohort cannot easily rent in the private market
- Those requiring specific adaptations to enable them to live away from halls
- Those who are geographically disadvantaged

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