

**2021-22 SHORT STAY
TERM TIME APPLICATION
(SOUTHEND CAMPUS)**

PERSONAL DETAILS

First Name: Last Name:

Nationality: Gender:

Date of Birth: PRID/SEC ID

Mobile No: Email Address:

Move in Date: Move out Date:

ACCOMMODATION PREFERENCES

Please choose as at least two preferences from the list below. Insert a number next to each preference according to your priority (i.e. 1 is your first choice, 2 your second, etc.)

1. Original Term-Time Room
2. [University Square](#) Single Ensuite
3. [University Square](#) Self-Contained Studio

If you were previously in our accommodation or had accepted an offer of accommodation from us, we guarantee to offer you a room for the period of your intended stay. Wherever possible, we will try to ensure that the room is the same one that you were originally allocated. If this is not possible, we will make sure that the booking cost will not be higher than your original contracted room. Pricing information can be found [here](#). Please see the 2021-22 section for the correct list of prices.

ADDITIONAL INFORMATION

Additional Information

.....

.....

.....

Signed:

Dated:



WHAT YOU NEED TO BRING

Study Bedrooms:

All the single study rooms are fully furnished with a single bed, a desk and bookshelves. You will need to bring your own bedding and towels.

Kitchens:

Kitchens are equipped with a cooker, refrigerator, freezer, microwave oven, kettle, ironing board and storage units. You will need to bring your own crockery, cutlery, saucepans, frying pans and other cooking utensils

The University of Essex has a notification under the terms of the Data Protection Act 1998 to enable it to hold and process personal data about its students and landlords for the purposes of providing accommodation for its students. Data will be processed in accordance with the provisions of the Act and will only be disclosed within the University to members of staff who need to know it in order to carry out their duties, or to others connected with the University for University-related activities or events. The University works in partnership with Derwent Living & ULiving to provide campus accommodation. Information about students in accommodation is shared with Derwent and ULiving in order to provide a consistent and efficient service to students.

To return this form electronically, click the **SUBMIT** button below which will open an email with the file attached. Alternatively, save the completed form to your device and email it to accadmin@essex.ac.uk. **It may take up to five working days for your booking request to be processed, so please submit your form at least a week before you intend to arrive.**