

## **Under 18s application for University Accommodation**

Thank you for choosing to live in the Accommodation at the University of Wolverhampton.

On application you must ensure that the attached form is completed by your parent/guardian and returned to City Accommodation Hub. Upon receipt of this form and your application, we will be able to allocate you a room. You will receive an Offer and Licence Agreement as normal. You will need to read the Licence Agreement thoroughly and agree to the terms and conditions. You will also be asked to pay a deposit in order to secure the room.

When you arrive, the Senior Hub Manager, Sharon Jones, will contact you and arrange a meeting. This meeting will be to discuss general information about living in the accommodation and how we can help you.

### **Guarantor**

As you will be under the age of 18 when you move into University accommodation we will require you to undertake the following:

- You will be required to nominate a person to act a guarantor until your 18<sup>th</sup> birthday. The guarantor can be a parent or carer/guardian, as long as they are a consenting adult.
- The guarantor will be required to complete the attached form and agree to undertake responsibility for any fees, deductions, recharges or any contractual breaches of your Licence Agreement.
- The guarantor must send us a copy of their passport or driving licence as proof of identity and ensure they sign and date the form.

If you would like any further clarification please do not hesitate to contact us on 01902 321268

Yours sincerely,

City Accommodation Hub



**Please complete all sections – BLOCK CAPITALS**

PLEASE NOTE THAT IF YOU DO NOT SUPPLY THE UNIVERSITY WITH A GUARANTOR YOU WILL NOT BE OFFERED ACCOMMODATION.

THIS DOCUMENT IS A LEGALLY BINDING AGREEMENT AND THE GUARANTOR SHOULD READ IT CAREFULLY BEFORE SIGNING AND THEREBY AGREEING TO ITS TERMS & CONDITIONS.

This agreement dated .....

Between:- **UNIVERSITY OF WOLVERHAMPTON**

**And**..... (**"The Guarantor"**)

**Student's Personal Details**

Name (in full)	
Student Number	
Address of Student Post Code	
Home Telephone Number Mobile Number	
Date of Birth	

### **Guarantors Personal Details**

Name (in Full)	
Address Post Code	
Home Telephone Number Mobile Number	
Relationship to Student	
Date of Birth	

**Please note that the Guarantor must sign this agreement below, if anyone other than the Guarantor signs this agreement, or forges the Guarantors signature, please be aware that this is a criminal offence and may be reported to the Police.**

### **TO BE COMPLETED BY THE GUARANTOR**

I have read the policy regarding the University of Wolverhampton accommodating students under the age of 18 and I agree to take responsibility for the following:

- I will be held financially responsible for the student until they reach their 18<sup>th</sup> birthday, upon that date any outstanding debt will become their responsibility.
- I will take full responsibility for any damage, recharges or any breaches of the licence agreement that are incurred until the student reaches 18.
- I agree to be contacted if the student engages in anti social behaviour or conduct that will bring the University into disrepute.
- Until their 18<sup>th</sup> birthday they can only take occupation within en-suite accommodation.

Please indicate what proof of residence you are sending:

Copy of Driving License       Copy of Passport       Copy of Bank Statement

**Signature of Guarantor** \_\_\_\_\_

Name of Guarantor (Please print)

**Signed by** \_\_\_\_\_