

University of Glamorgan

Cardiff • Pontypridd • Caerdydd



## Accommodation

Your place, your space

[www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation)

The University's Accommodation Services can help you find a place in either Halls of Residence in Treforest, accommodation in Cardiff, or in the private sector.

This guide includes the information you need to apply for accommodation. If you need any additional assistance, please do not hesitate to contact us.

**Tel: 01443 482 044**

**E-mail: [accom@glam.ac.uk](mailto:accom@glam.ac.uk)**

**Web: [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation)**

**Going to university often means you'll be moving away from home for the first time. You will want somewhere to live where you'll feel settled, comfortable and safe.**

Your accommodation is vital to your enjoyment of university life – both social and academic. Choosing to live in Halls of Residence on campus will give you the opportunity to make friends and meet people from a variety of backgrounds, who are studying a range of subjects.

## Option One: Halls of Residence, Treforest Campus

Our Halls of Residence are based on campus, so all the University's learning and leisure facilities will be on your doorstep. Whether you want to do some extra study in the Learning Resources Centre or wind your way home after a night out at the Students' Union, everything you need will be just a stone's throw away from your room. Halls are set on the campus hillside, so you get stunning views of the surrounding area too.

You'll also have the opportunity to meet new people from all around the world, make friends and enjoy your independence, while still having access to 24-hour support from Student and Accommodation Services. Staff will do their best to ensure that your experience of living in Halls, and university life in general, is as enjoyable as possible.

All study bedrooms are fully-furnished, *en suite* single rooms. The University is committed to providing a secure and clean environment for students to live in, so you can be sure that your accommodation will be comfortable.

Although priority is given to first year applicants, the demand for rooms in Halls outweighs the number of places available. If you are offered a room in Halls, you will be required to pay a reservation fee (plus the first and second term Halls fees if you are an international student), before the reply date. If you do not make the payment within this time, your room will be allocated to another student.

Please note all University buildings, including the Halls of Residence, have a strict no smoking policy.

### Glamorgan Court

Self-catered rooms: 728

- Flats of six single rooms
- Individual room with *en suite* shower room
- Fully-equipped shared kitchen and dining area
- Internet access
- Utility bills included
- Mini fridge in room
- Pots, pans and utensils provided
- 39-week contract
- A number of recently refurbished 'Premium' rooms

### Utilities

All charges for heating, lighting etc are included in the Halls fees.

### Cleaning

Accommodation Services will arrange for all communal areas, such as stairwells and entrances, to be cleaned, but you are responsible for cleaning your own kitchens, study bedrooms and showers. An Accommodation Officer will inspect each study bedroom once a term for cleanliness and state of repair. For an extra fee, it is possible to arrange a regular cleaning service for your room.

### Linen

A mattress cover is provided in each study bedroom. Bed linen is not provided but bedding packs are available to purchase from Accommodation Services for £25.

### Laundry

Coin-operated laundry rooms are available until 10pm for all on-campus residents.

### Kitchen equipment

All Halls have kettles, microwave ovens, cookers, fridge/freezers, irons, toasters,

cooking utensils, pots and pans, but you will need to provide your own crockery and cutlery.

### Car parking

There is a very limited number of parking spaces available on campus and an annual fee is payable. Students can request a parking space at the time of their application but this is not guaranteed. Due to limited availability, students are advised only to bring a car if necessary.

### Reservation fee/bond

A reservation fee/bond is required to accept the contract (along with the first and second term Halls fees for international students). Room keys are released when the required payment has been made and we have received a copy of your signed contract, which you should bring with you when you arrive.

### Vacation

The Halls contract is for the whole of the academic year and allows you to use your room during the Christmas and Easter vacations.

### Disability provision

Areas within Halls have been adapted for use by students with specific needs. Applicants with a disability should contact the Disability and Dyslexia Service for advice on appropriate support and facilities, including wheelchair accessible rooms, transport, and flashing and vibrating alarms.

Due to the nature of the Treforest campus, if you have an impairment that affects your mobility, you should think about visiting in advance to meet with one of the Disability Advisors. Call the team on **01443 482 080** or e-mail **studisability@glam.ac.uk**.

## How to apply for accommodation on Treforest campus

Before applying for Halls of Residence, please read the information below very carefully, as well as our Allocation Policy at [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation).

**Please be aware that accommodation on the Treforest campus is extremely limited for the 2010-11 academic year. Unfortunately, we cannot guarantee that all students will be allocated a place in Halls of Residence.**

1. By the time you receive your Conditional Firm or Unconditional Firm offer from the University, your details will have already been passed to Accommodation Services. You then need to submit your accommodation preferences online. To submit the form, you will need your applicant number (this can be found at the top of your offer letter) and an e-mail address. Please see the Allocation Policy for the accommodation application opening and closing dates.

2. Once you have submitted your preferences, you will receive a confirmation e-mail from Accommodation Services.

3. Approximately three weeks before the first allocation period, we will send you a reminder of the allocation procedure and the date you can expect to receive an offer of accommodation.

4. If you are an international student, you are required to inform Accommodation Services as soon as your study visa has been accepted. We will not allocate rooms to international students without a valid visa.

5. As long as you are eligible (please refer to the Allocation Policy for terms of eligibility), you will be allocated a room. We will e-mail you a contract of occupancy on one of the allocation dates detailed in the Allocation Policy. Please note that all offers are sent out on Tuesdays. It is very important that you or someone you trust has access to your e-mail account during the allocation period. **It is your responsibility to ensure you accept or decline the room on time.**

## What will happen next?

1. From the date your offer is sent, you have seven days to accept or decline the contract. If you wish to accept it, you need to log on to our online payment website and make the £200 reservation fee payment. There will be a link to this website in your offer e-mail.

International students are also required to pay their Halls fees for their first and second terms.

2. Make sure you print and sign a copy of your accommodation contract. You need to bring this with you when you arrive to collect your keys.

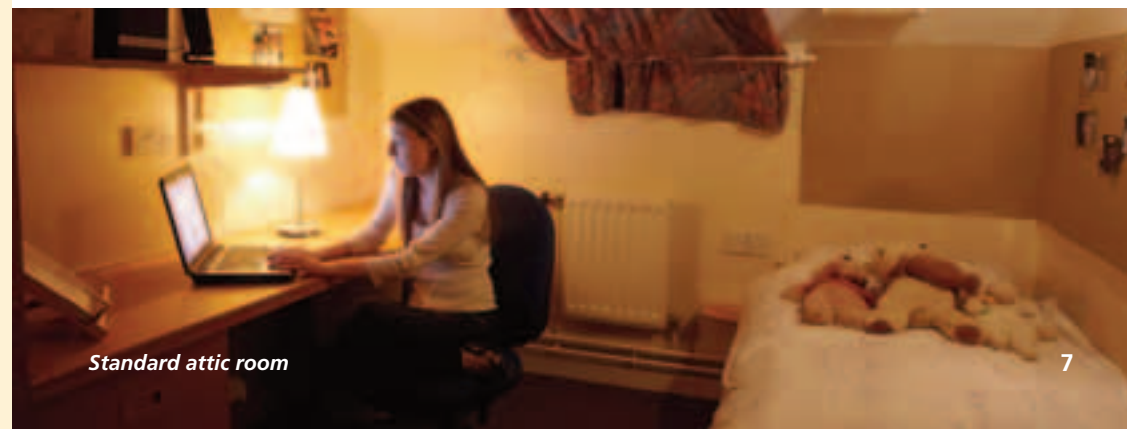
3. If you fail to pay the reservation fee within seven working days, your offer will be automatically declined and your room in Halls of Residence will be offered to another student.

**Please note:** due to the high demand for rooms on campus, Accommodation Services will not offer any flexibility on the seven-day acceptance rule. It is your responsibility to ensure you accept the room on time.

4. Once you have made your payment, you can check the status of your charges and payments through the online payment website. You need to allow 24 hours for your payment to appear on the website.

5. Please check [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation) for information about arriving at your accommodation and details of what to bring with you. When checking in, you will be required to show a copy of your signed contract and payment confirmation.

If we are unable to offer you a place in Halls of Residence, we will inform you by the end of August 2010. At this time, Accommodation Services staff will be available Monday to Friday, 8.30am-5.30pm, to provide advice and support about finding alternative, suitable accommodation.



Standard attic room

## Accommodation developments

As part of our programme of campus developments, accommodation is entering an exciting period. In 2010-11, we will redevelop some Halls of Residence to provide 476 new rooms on campus.

Once the development is complete, it will significantly improve the accommodation options on offer to first year students and create a great community spirit on the Treforest campus.

Glamorgan Halls of Residence are located on a compact campus, so the construction of new Halls is likely to affect the students living there. Accommodation Services will do everything possible to minimise the impact of this construction work on residents, especially for those students living in Houses A to E. For example, it has been agreed that building work will only take place between 8am and 6pm, Monday to Friday, and 8am-1pm on Saturdays.

Throughout the year, Accommodation Services will schedule free social events as a thank you gesture for students who may be affected by the building project. A schedule of events will be available after the start of term in September 2010, which will also include updates on developments and an opportunity to meet the project team.

It is essential that you consider these factors before you submit your accommodation application form or accept your contract, because you will be entering into a legally binding agreement for a fixed period. Once you have signed and accepted this agreement, the University may not be in a position to release you from your contract without penalty.



*Crawshay's, Treforest Campus*

## Eating on campus

**Whether you need a hot meal or just want to grab a coffee and a snack between lectures, our food outlets will have something to satisfy your tastes and your wallet.**

At Treforest, Stilts is a large self-service foot court serving breakfast, salads, soups, roast dinners, sushi, sandwiches, vegetarian and budget meals. As well as dining space, there are comfy sofas and low tables for studying, teamwork, or just relaxing. There are also three cafes on campus, all serving premium coffees, fresh cakes and pastries, hot and cold snacks, sandwiches and baguettes.

Our Glyntaff campus has vibrant places to eat, study and catch up with friends. From hot meals and salads in the Zone, to coffee and cakes in Belladonna's, you will be spoiled for choice. In our ATRium campus, in Cardiff, Cafe@ATRium offers

continental coffees, fresh pastries, sandwiches and snacks – all you need to see you through the day.

If you're working late or rushing between lectures, there are plenty of 24-hour vending machines that sell hot and cold drinks, crisps, sweets and hot toasties.

The Students' Unions at our Treforest and ATRium campuses also serve meals, snacks and drinks at student-friendly prices. From the legendary club sandwiches to curry night, you can dine out in style at the Union.

*Artist's impressions of new accommodation*



## Option Two: Halls of Residence in Cardiff

Accommodation in Cardiff means you can experience city living and all it has to offer. In the city centre, you'll find unique attractions, quality bars and restaurants, and plenty of employment opportunities. The bustle of the city centre is only a short walk from acres of parklands, and Cardiff Bay offers indoor and outdoor entertainment for everyone.

The University has agreements with student accommodation providers Liberty Living to provide private Halls places in Cardiff. There are places in two residences and **first year students at our ATRium campus have priority**.

### Tŷ Pont Haearn

Tŷ Pont Haearn is the most popular Halls of Residence for students at our ATRium campus, due to its convenient location directly opposite the ATRium building. It has 643 rooms, 350 of which have been set aside for first year Cardiff School of Creative & Cultural Industries students. It offers the following:

- Premium city-centre location
- *En suite* study bedrooms in shared flats for three to six people
- 24-hour staffing
- Launderette and cycle storage
- Common room with TV, table tennis and pool tables
- Broadband internet in all rooms
- Comprehensive insurance included in the rent
- University of Glamorgan Welfare support on site
- 42-week contract

E-mail: [typonthaeearn-cardiff@libertyliving.co.uk](mailto:typonthaeearn-cardiff@libertyliving.co.uk)

### Cambrian Point

Cambrian Point is located on Maindy Road in the popular Cathays area of the city. This Halls of Residence offers 632 study bedrooms, 119 of which are available for first and second year Glamorgan students. Cambrian Point offers the following:

- New *en suite* accommodation
- Generous sized rooms
- Free broadband internet
- All flats have colour televisions with freeview channels
- Comprehensive insurance included in the rent
- Telephones in each room with free internal calls
- Spacious communal living area
- 24-hour staffing, CCTV and security entry system
- Launderette and cycle storage
- University of Glamorgan Welfare support on site
- 42-week contract

E-mail: [cambrianpoint-cardiff@libertyliving.co.uk](mailto:cambrianpoint-cardiff@libertyliving.co.uk)

**There is plenty of private accommodation available in Cardiff. Turn to page 12 for details and advice on finding a place that's right for you.**



Cambrian Point



The Bakery



Tŷ Pont Haearn

### The Bakery

If you will study at Treforest or Glyntaff but want to live in the city, there is a unique opportunity for you to stay at The Bakery in Cardiff. Accommodation Services has negotiated exclusive use for Glamorgan students and **first years studying at Treforest or Glyntaff campuses have priority**. The Bakery offers the following:

- City-centre location
- Three minute walk to train station
- New *en suite* accommodation

- Generous sized rooms
- Television point in each room
- 24-hour CCTV and security entry system
- Common room with TV and pool table
- Contents insurance included in the rent
- 24-hour on-site security and maintenance team
- Launderette
- 42-week contract

E-mail: [thebakery-cardiff@libertyliving.co.uk](mailto:thebakery-cardiff@libertyliving.co.uk)

## How to apply for accommodation in Cardiff

**Please read this information carefully before submitting your application form:**

1. Decide which Halls of Residence you would like to apply to. Please apply to **only one** Halls of Residence.
2. Download and print the appropriate application form from [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation).
3. Complete the application form and send it directly to your chosen Halls provider.
4. Your application will be held on file until you have an Unconditional Firm (UF) offer to study at Glamorgan.
5. Once you have a UF offer, you will be sent an offer of a room in Halls of Residence.
6. You then have five working days to accept or decline your offer of accommodation and pay the £200 reservation fee.
7. Please be aware that Liberty Living requires all students to make their first term Halls fees payment in September. This is usually before your student loan has been processed.

## Option Three: Private Sector Accommodation

Some of our students choose to live off-campus in houses owned by private landlords. The majority of students find accommodation within a one-mile radius of the University campuses at Treforest and Glyntaff. Those who prefer city living have many properties to choose from in nearby Cardiff.

The University's Registered Landlords make sure that their houses are of a good standard. We only register landlords whose property – as a minimum – complies with the local authority's standards and safety regulations.

There are lots of rented properties available, but standards vary considerably and price is no guide. We strongly advise you to rent from a landlord who is registered with Accommodation Services.

Find up-to-date lists of private sector accommodation, from house shares to living with a resident landlord, at [www.glamorganstudentpad.co.uk](http://www.glamorganstudentpad.co.uk).

Once you have registered your details, you will receive automatic updates on new properties. You can find a flatmate from the flatmate message boards and get the low-down on contracts, deposits and other advice.

If you choose this option, we recommend that you visit the area and look at several properties before making a commitment.

### Letting Agencies in Cardiff

Accommodation in Cardiff tends to be filled very quickly, so you have to be quick. If you don't find what you are looking for on [www.glamorganstudentpad.co.uk](http://www.glamorganstudentpad.co.uk), you may need to visit some private letting agencies.

There are a number of letting agencies in Cardiff who are members of ALMA, the Association of Letting & Management Agents. ALMA is a group of letting agents operating mainly in the South Wales area. Member firms have a common set of standards and are supported by Cardiff Council. For a comprehensive list of ALMA-registered agents, please visit [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation).

Accommodation Services staff are available Monday to Friday, 8.30am–5.30pm, to provide support and assistance for students seeking private sector accommodation.

### Contracts

If you take a room from a landlord, we recommend that you get a written contract clearly outlining the terms and conditions of the tenancy. Make sure you read the contract very carefully and clarify anything that you don't understand before you sign.

### Inventory

It is useful if both you and the landlord know what furnishings are in the property at the start of the tenancy, as well as what condition they are in. If the landlord does not provide a list of contents, you should request that one is compiled. This should be used as a checklist at the termination of the tenancy.

### Retainer

If you find suitable accommodation during the summer, the landlord may request a retainer to 'book' the room until you move in at the start of the academic year. This money is usually non-refundable and can vary from around £100 to £200.

### Bond

The bond is a deposit paid upfront, which is held against any damage to the property during the tenancy period. It is refundable minus any deductions for damages. To protect your bond, tell the landlord about any existing damage and missing items as soon as you move in.

### Rent

Prices for rooms vary, but generally start from £50 per week for a single room excluding utility bills, which amount to approximately £9 per week. Landlords expect payment in advance, usually per term. Make sure you get a receipt for every payment that you make.

### Utility bills

All tenants living in a rented property have equal responsibility for bills. Landlords request different methods of payment (eg, equal share of quarterly bills, token meter, etc) and it's best to establish a method of payment at the beginning of the contract. Also remember to make a note of meter readings when you start and end your tenancy, to avoid any confusion when settling bills.

There is no charge for Council Tax if the property is solely occupied by full-time students. It is important to provide the landlord with your exemption form, which will be available from your academic department in October/November.

Further information and advice can be found in our 'Housing Advice Guide', which you can download from [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation).

The University's Halls of Residence is on the Treforest campus, which is ten minutes from Junction 32 of the M4, just off the A470. It is signposted from both directions of the A470 – take the exit for 'Llantrisant A473'.

**Travel times: by car**

<b>Cardiff</b>	20 minutes
<b>Swansea</b>	50 minutes
<b>Bristol</b>	1 hour
<b>Birmingham</b>	2 hours 25 minutes
<b>London</b>	2 hours 50 minutes
<b>Manchester</b>	3 hours 50 minutes
<b>Liverpool</b>	4 hours 10 minutes

**Travel times: by train**

<b>Cardiff</b>	20 minutes
<b>Swansea</b>	1 hour 10 minutes
<b>Bristol</b>	1 hour 5 minutes
<b>Birmingham</b>	2 hours 10 minutes
<b>London</b>	2 hours 20 minutes
<b>Manchester</b>	3 hours 35 minutes
<b>Liverpool</b>	3 hours 50 minutes

# Key to maps

**Treforest**

1. Main Gatehouse & Security
2. Tŷ Crawshay (A Block)
3. Brecon (B Block)
4. Cynon (C Block), Student Services
5. Kidwelly (K Block)
6. Dyffryn (D Block)
7. Glynneath (G Block)
8. Aircraft Maintenance Centre
9. Hirwaun (H Block)
10. Johnstown (J Block)
11. Ferndale
12. Wenvoe (W Block)
13. X Block
14. Health Centre (T Block)
15. Glamorgan Conference Centre
16. Students' Union
17. Centre for Sport, Health and Exercise
18. Blackwell's Bookshop
19. Stilts Food Court
20. Childcare Services
21. Learning Resources Centre
22. Glamorgan Print
23. Prayer Room
24. Accommodation Lodge
25. Halls of Residence – Glamorgan Court
26. Halls of Residence – Under Construction
27. Halls of Residence – Under Construction
28. 2-7 Forest Grove
29. 8 Forest Grove
30. Academic Registry
31. HR (3 & 14 Llantwit Road)
32. Chaplaincy Office (20 Llantwit Road)
33. Prospect House
34. Innovation House
35. Academic Registry
36. Welsh Institute of Chiropractic

**Lower Glyntaff**

37. Gatehouse
38. Tramsheds
39. Elaine Morgan Building
40. Learning Resources Centre
41. Welsh Institute for Health and Social Care
42. Aneurin Bevan Building

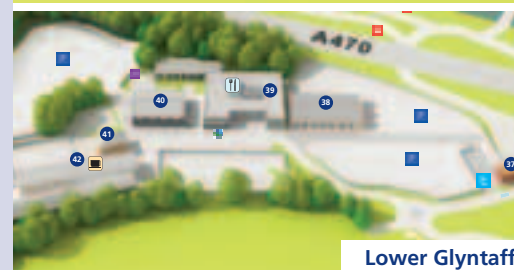
**Upper Glyntaff**

43. Professor Bernard Knight Building
44. Alfred Russel Wallace Building
45. George Knox Building

**ATRium**

1. ATRium Campus
2. Tŷ Pont Haearn
3. Knox Road car park
4. Dumfries Place car park
5. Cardiff International Arena (CIA)
6. Queen Street Station
7. Central Station
8. Millennium Stadium
9. Cardiff Castle and Grounds
10. Civic Centre and Castle Grounds
11. Cambrian Point
12. Capitol Centre
13. Queens Arcade
14. St David's Shopping Centre
15. Adam Street car park
16. The Bakery (opposite Millennium Stadium)

Take a virtual tour of our campus at [www.glam.ac.uk/tour](http://www.glam.ac.uk/tour)



- Main Entrance
- Parking
- Bus Stop
- Bike Rack
- Recycling Points
- Cycle and Pedestrian Route
- Coffee Shop
- Places to Eat
- Treforest Railway Station

**Tel: 01443 482 044**

**E-mail: [accom@glam.ac.uk](mailto:accom@glam.ac.uk)**

**Web: [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation)**



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Information is correct at time of going to print but may be subject to change.  
Please check our website [www.glam.ac.uk/accommodation](http://www.glam.ac.uk/accommodation) for the most up-to-date information.

For this information in Welsh and to find out more about Welsh opportunities at the University, visit [www.glam.ac.uk/cymraeg](http://www.glam.ac.uk/cymraeg)  
Darperir y wybodaeth yma yn y Gymraeg a gellir gwybod mwy am gyfleoedd cyfrwng Cymraeg ar y wefan: [www.glam.ac.uk/cymraeg](http://www.glam.ac.uk/cymraeg)

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