

Important other matters

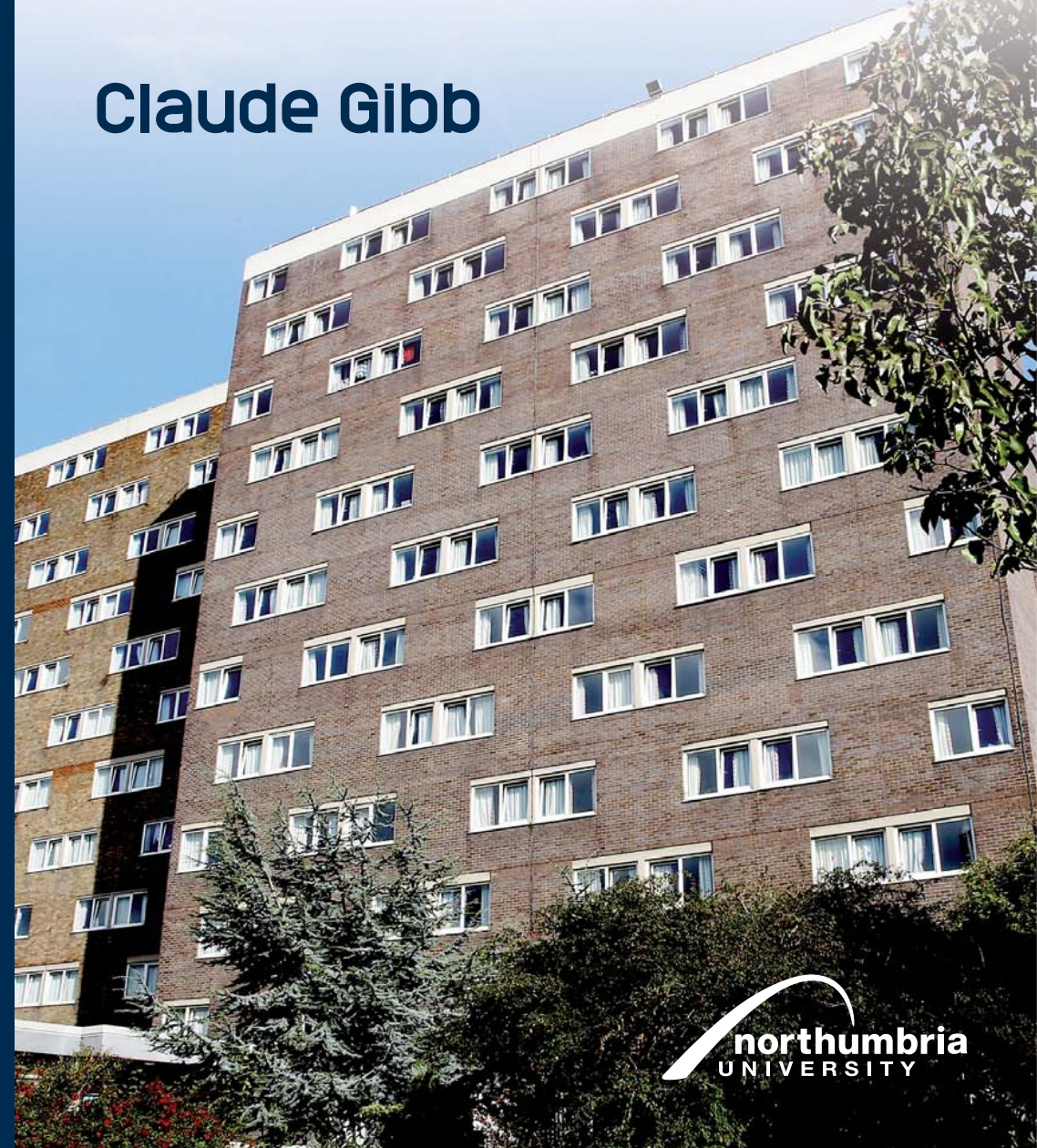
1. You will be required to pay a minimum of £200 advance rent deposit and sign a legally binding Tenancy Agreement for the standard contract period before taking up residence.
2. Rent is payable in advance. You can choose to pay your rent in full when accepting the contract offered. (Extra days will be charged for early arrival prior to the start of the standard contract dates.) Payment in three instalments is available by direct debit – please see payment information for full details. Please note that late payments may incur an administration charge of up to £50.
3. You are required to stay in residence for the full period of your contract unless you obtain another suitable Northumbria University student who is not living in University accommodation (a 'successor') to take over your room, and permission to leave. If another student does take over your Tenancy, you will be required to pay a £50 administration fee.
4. However, if you are a new student studying at Northumbria for the first time and for at least a full academic year, and you leave your course, as long as you notify the Accommodation Office on or before 16 December 2011, the University will accept four weeks' notice period from the date of notification to terminate your Tenancy Agreement. You must contact the Accommodation Office to confirm your withdrawal from the University otherwise you will remain liable for the full contracted period.
5. Rent payments cannot be varied if you arrive late or leave early.
6. All appliances brought into the residence that receive a TV signal require a TV licence; this includes televisions, computers, laptops and mobile phones.
7. Please ensure your electrical appliances are safe and in good working order. Appliances brought from overseas must comply with UK electrical safety standards, must be compatible with European voltages 220–250V and must be used with the correct adaptor. Equipment and adaptors that do not comply with EU standards may be removed for safety.
8. The University is committed to the safe undertaking of all works that affect the fabric or services of the building. All residents, whether living in or visiting our buildings, are also required to understand their responsibilities with respect to maintaining safe and healthy environment in which to work, study and live; this includes ensuring that a safe environment is maintained for staff, contractors and visitors e.g. do not leave cables trailing. **Users of the building are prohibited from undertaking any intrusive work in the building i.e. do not make a hole in the wall (please use the pin boards provided) or drive any nail, screw or other article into any part of the building or affix any placard or other object to any part of the building.**

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2011 ENTRY

sleep study live
northumbria

Claude Gibb



Residence Details

Address: Claude Gibb Hall, Northumbria University City Campus, Newcastle upon Tyne, NE1 8SU

Location: City Campus West, five minutes walk to City Campus East

Phone: +44 (0) 191 227 3566 (office hours only)

Room types: City campus single catered rooms

Please refer to your Tenancy Agreement and offer letter for further details.

Description: A 12 storey block comprising 261 centrally heated single study bedrooms with lifts.

Bedrooms are furnished with a single bed, bedside table, wardrobe, desk, desk chair, easy chair, and bookshelf. A washbasin with vanity light is provided. Kitchenettes are provided with microwave, fridge, sink and limited workspace, on each floor. Iron, ironing board and kettle are provided. Kitchenettes are not equipped with cooking utensils, crockery or cutlery. Bathroom, shower and toilet facilities are shared between 12 rooms on a ratio of one facility per four students. A common room/lounge area with television is provided during the evenings subject to availability.

Telephone/internet access: Students can connect to the internet in their room. The basic level service is included in the rent and upgrades can be bought from the service provider. Further information can be found at www.freewiretv.com/northumbria

Fuel costs for heating, lighting, cooking and electrical appliances is included in the rent. The University reserves the right to levy further electricity charges where consumption is excessive.

Insurance: Insurance for your personal possessions is included in the rent.

For more information see www.cover4students.com/blockhalls.

Meals: Claude Gibb provides a self-service counter service between specific times.

The contract is for 14 meals per week, which consists of breakfast each day, dinner Monday to Friday and lunch on Saturday and Sunday during teaching and assessment weeks (32 weeks). Meals are not provided during the Christmas and Easter vacations (six weeks). Breakfast choices change daily and there is always a continental selection available, dinner and lunch consists of three courses plus tea or coffee, with choices within each course.

Students will receive a meal card at the time of registration and will need to keep this to show entitlement to meals.

Vegetarian meals are always available, and other dietary requirements can usually be accommodated. There are no cash sales in Claude Gibb, although it is possible for your guests to have a meal with you, for which payment can be made either in advance or at the time.

Claude Gibb

Cleaning: Residents are responsible for cleaning their bedrooms, communal bathrooms and communal kitchens on a regular basis. We do provide a limited "top up clean" for microwaves and cookers on a weekly or fortnightly basis. A vacuum cleaner is available to use. Students are required to take all rubbish/trash to the refuse and recycling bins.

Bedding: No bedding or linen is provided so you should bring or buy your own. A linen pack containing one pillow, one pillowcase, two sheets, one duvet and one duvet cover can be purchased at a cost of £30.00 at this residence. Local shops are generally open Monday to Saturday between 9.00 and 17.00 hours and Sunday 11.00 and 17.00 hours. Residents are responsible for laundering linen and bedding. A launderette is available on site.

Parking: Parking is not available on the City Campus, except in exceptional circumstances, e.g. disability. A parking permit is required, and these are issued by the Students' Union on +44 (0) 0191 227 4757, to whom applications should be made.

No smoking: Smoking is not permitted **anywhere** within this residence.

Contact names: The member of staff in the Accommodation Office who deals with the administration of Claude Gibb Hall is **Faye Whalley**. The Commercial House Manager, based at Claude Gibb Hall who looks after the building and welfare of students, is **Jan Wharton**.

Viewing Arrangements: You are advised to view Claude Gibb Hall, before accepting the offer. Every effort will be made to show you the room you have been offered, although this will not always be possible owing to cleaning and maintenance work, and short stay guests over the summer period. If it is not possible to look at your room, you will be shown an identical or similar room and the position of your room within the residence. Unfortunately, once an offer of accommodation has been made, we cannot change the room offered.

We do appreciate you may not be able to view the accommodation within the seven day acceptance period, but please note that for all offers made before 26 August, the last date for viewing is 9 September. However, we must ask you to reply promptly to your offer of accommodation, within the seven day period, to enable us to allocate all rooms efficiently and offer University accommodation to as many students as possible.

Rooms will only be available to view by prior arrangement and during office hours. You MUST telephone to make an appointment. Students arriving without an appointment will not be shown their room, as staff are not always available and/or have other commitments.

TO MAKE AN APPOINTMENT, PHONE +44 (0)191 227 3566 or 4044 and ask to speak to the Commercial House Manager.

If necessary, leave a message and your call will be returned. Please do NOT phone the Accommodation Office.

This arrangement is based on viewing prior to the main registration intake in September; arrangements throughout the year will vary depending on the residence. Every effort will be made to show you your accommodation or similar on request.