

METHODIST INTERNATIONAL CENTRE

Accommodation Application Notes

Thank you for your interest in the Methodist International Centre. We consider students undertaking full time studies at undergraduate level.

The maximum stay is two academic years.

However, special cases can be reviewed at the Student Services Manager's discretion.

(Successful 1st year residents do not immediately qualify for a second years stay)

We offer:

-54 Single study bedrooms for single occupancy and share single sex bathroom facilities (not en-suite)

-14 Twin rooms are two people sharing same sex.

(The provision of single rooms cannot be guaranteed but we will do our best to accommodate your request.)

Fees for 2009/2010 are as follows:

Single room: £723.50 pcm

Twin Room Sharing: £653.50 pcm

Single Studio (single occupancy in twin room) £848.50 pcm

See below for payment breakdown

Payment of fees must be by Bank Standing Order on or before the specified due date. Due dates are as follows:

10 MONTH CONTRACT:

Single room

September (1st), October, November, and December: **£4382.00**

January (1ST), February, March, and April: **£2180.67**

May (1st), and June: **£800.00**

Twin Sharing

September (1st), October, November, and December: **£3894.00**

January (1ST), February, March, and April: **£2036.02**

May (1st), and June: **£700.00**

Single Studio

September (1st), October, November, and December: **£5236.00**

January (1ST), February, March, and April: **£2676.27**

May (1st), and June: **£700.00**

12 month contracts are available for discussion and at the discretion of Student Services. Shorter contracts are available again at the discretion of Student Services.

-A special panel including the Student Services Manager will be convened to discuss cases where individuals need an alternative timetable of payments.

-Payment by credit card is only accepted in an emergency and even then you must inform your bank before you make payment to us that a large transfer of money will be taking place on that particular day to avoid delay.

-Payment by cheque is only accepted in an emergency and must be backed by a cheque guarantee card with the card number, expiry date and signature on the back of the cheque.

-A returnable deposit of £270 will be required once you have signed the Licence Agreement before moving into MIC.

The addition of VAT is applicable on total fees in month 1 only. Thereafter, accommodation is VAT free for the duration of the contract.

The rates include a meal voucher, loaded onto your ID card, worth £150 including VAT per month on a rollover basis. This is equivalent to £5 per day. This may be used in the Atrium Restaurant to purchase a mixture of breakfast or dinner. You may also buy lunch with it when available. The meals would be at a discounted rate. **This is non returnable and must be used up before the end of your contract.**

The rates also include:

- Basic Contents Insurance (For laptops and other electrical equipment you will need to take out separate insurance)
- Wireless Internet Access for the duration.
- Single bed, bed linen, 2 pillow cases, and 1 duvet cover as well as the duvet. These are changed weekly.
- Closet, desk, chair, telephone, and desk lamp.
- Room cleaned once a week.
- Bathrooms cleaned daily. Rubbish collected daily.
- Cleaning of all common areas, including common kitchens.
- Free use of in house gym and study room as well as access to the 2nd floor student lounge.
- Discounts in the Atrium bar and restaurant.

The following enclosures-in English or with English translations MUST be included with application form:

Proof of Funding: In London you can expect living expenses of around **GBP 12,000 per year** based on a single study bedroom, extra food and personal expenses. Please provide a copy of either of the following with your application.

1. Scholarship offer including the duration and amount of the funding
2. A signed letter from a parent or sponsor confirming they will guarantee payment of any shortfall in your accommodation charges if necessary.

(Students joining us part way through their studies will need to provide confirmation that their scholarship has been extended for 2009/2010 or provide a guarantee from someone willing and able to cover any shortfall in their accommodation charges.)

Proof of Study:

A copy of your course acceptance documentation from the college you will be attending. This must have the start date and confirmation of enrolment for 2009/2010, duration and end date of your course and department of study.

Students joining us part way through the study year must provide a copy of re-enrolment or a report from their department head stating they are satisfying the terms of their institute's conditions.

References:

References need not be specifically addressed to M.I.C.

They should be academic or professional and cover academic and extra-curricular interests and activities where possible. Personal references are not acceptable. We will welcome references from Tutors, Priest or a professional associated with your study.

Passport size Photos: 4 per student.

Returning your Application Form:

Please return your completed application by post as we no longer accept faxed or e-mailed applications: Supporting documents should be copies as they will not be returned. Repeat applications or early applications will not be given priority.

Your application will not go forward for consideration unless it is complete and has all supporting documents required.

Application status: Selections are on the basis of our criteria. Undergraduate, a variety of different academic institutes and subjects studied, age, nationality,

academic discipline and assessed contribution to life at M.I.C along with relevant references.

- Applications are accepted for the academic year ahead from March 9th and the closing date is usually April 30th.
- Selection takes place in May, subject to available rooms and successful interview you will be offered a place by June 1st.
- Preference is given to undergraduate students in full time study and who are in their Second or Third year of study and First year Students when the College has no available accommodation attached to it.
- We strive to accept applicants from as many different countries as we can.
- Students who have interests or skills that will contribute to the Community Life in M.I.C. and meet the above criteria.
- **Although Methodist International Centre is a Christian house we do not give preference to any particular faith or beliefs.**
- We regret we cannot cater for Halal or Kosher meals.
- Where we cannot otherwise fill a shared room we may offer these to students who do not fully meet the above criteria, i.e. post graduate willing to share.
- **We cannot accept responsibility for student personal belongings. It is your responsibility to take out suitable Insurance for valuables that will not be covered by the Student Halls Insurance. Use of the fitness room is at your own risk and a disclaimer must be signed before use.**

Before you come to M.I.C please bear in mind we do have restricted storage space and bedrooms are not large. It is advisable to travel light as these days Airline restrictions can result in steep overweight payments running into Hundreds of Pounds for some students returning to their country.

The Methodist International Centre is close to Euston Main Line and Underground stations, Euston Square, Warren Street, Kings Cross are all within a ten minute walk. Euston Bus station is very well served with busses covering the whole of London. We have many amenities just a few minutes away. These include supermarkets, hair dressers, Doctors, Dentists, Pub and Café as well as internet café.

The M.I.C strictly prohibits smoking anywhere in the building