

GLOSSARY OF TERMS

Assured Shorthold Tenancy Agreements or Contract	This is a legal contract which you will be asked to sign when you take up or prior to taking up occupancy. This offers a guarantee to both you as the Tenant and to the Landlord. The Landlord cannot ask you to leave before the end of the fixed term (contract end date) and, in return, you are legally bound to pay the rent for the whole contract period - <i>even if you make the decision to leave early or withdraw from your course.</i>
En-suite	This is a bedroom that has its own private shower room, wash basin and toilet.
Guarantor	Most accommodation requires a Guarantor Form to be completed which forms part of the Tenancy Agreement. A Guarantor must be someone you know who is agreeable to become legally responsible for paying your accommodation fees if you don't. Some halls require a UK based guarantor. Where a UK guarantor is not available, you will be required to make the full rental payment prior to or upon collection of keys.
Administration Fee	All University allocated accommodation is subject to a mandatory Administration Fee payment. This is part of the acceptance of offer procedure and must be paid before the acceptance can be considered complete. It is inclusive of insurance and covers personal belongings against a range of risks. Full details of cover provided is given in the leaflet issued at the time the accommodation offer was emailed to you.
Inventory or Contents	This is a list of items of furniture and other items that should be in your room upon arrival. Students are normally required to let the Landlord of that property know if there are items missing in your room that are identified on the list. You are likely to be provided with an inventory upon arrival.
Landlord or Property Owner	This is the Person or Company that owns the accommodation and with whom your Tenancy Agreement or Contract is with.
Legally Binding	By agreeing to the terms and conditions of offer made to you within the Contract, by UK law, a legal agreement or legally binding contract has been made. If the contract is broken, or breached, then the law can be used to enforce the contract. Legally binding contracts are used by people every day. There are laws set out regarding legally binding

	contracts in order to protect both parties involved in the contract. Legal disputes can be long and costly through a Court of Law, and breaching a contract is a serious matter that should never be taken lightly.
Mandatory	Something which must be done.
Payment Schedule	Most Landlords ask for the Rent payment to be split into three termly payments. The date that these payments are to be made and the amount of payment to be made is called a schedule.
Pre-Arrival Payment	It is common for Landlords or Property Owners to ask for a damage deposit or early rent payment prior to or on collection of keys. The damage deposit is refundable in full at the end of the tenancy agreement but only if the property is left clean, undamaged and where the terms of the contract agreement have been met.
Rent	This is the amount of money you are required to pay for the contracted period in your accommodation.
Rent Inclusive Of	This means that the rent you will be paying for your accommodation also includes the cost for lighting, heating and basic internet package without having to make any additional payment.
Residential Period or Contractual Period	This is the period of time you will be living in the accommodation. The period between a Start Date and End Date as indicated on the Tenancy Agreement or Contract.
Self Catering	You are responsible for shopping for your food, cooking your food and cleaning your accommodation.
Self Contained	You will have your own toilet, wash basin, shower and kitchen and is self catered.
SHUSTART	This is an online welcome platform which must be completed once you have been allocated and have accepted the accommodation offered to you. SHUSTART ensures that you receive important information to prepare for your arrival, such as health & wellbeing, specific information about your hall and key collection procedures.
Terms and Conditions or Conditions of Residence	These are the rules of the student accommodation you will be living in and form part of the contract agreement. The rules are different for each property.
The Tenant	You - the person who has signed a tenancy agreement or contract for a room within a specific property or hall of residence.
Witness	A person who agrees to sign the Tenancy Agreement or Contract to confirm that the signature you have provided as the Tenant is a true signature.