



**STUDENT SERVICES**

# ACCOMMODATION



**STUDENT SERVICES:**

**Money Advice, Funding, Accommodation, Jobs, Careers, Personal Matters,  
Learner Support, Spiritual Care, International Students, Volunteering**

**MAKE YOUR FUTURE BRIGHTER**





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## INTRODUCTION

**The Student Accommodation Service, as part of Student Services, gives students advice and information on available accommodation and advice on any accommodation issues you may encounter.**

We offer two types of accommodation – lodgings and residential student accommodation. We occasionally receive information from private landlords about flats and advertise these on their behalf on the notice board in the Student Services area on the ground floor. Supply varies, and flats which become available are taken very quickly.

A Student Services Officer can also give advice on housing problems, and is available to help you with any difficulties you may encounter during your time at college.

Home/UK students: please note that if you choose lodgings accommodation you will be given the accommodation providers contact details and it is your responsibility to contact them. Student Services will not contact potential accommodation providers on your behalf.

**You can contact a Student Services Officer by:**

telephoning **0131 559 4251**  
or by e-mailing **accommodation@ed-coll.ac.uk**

**0131 559 4000**

**www.ed-coll.ac.uk**

Edinburgh's Telford College, 350 West Granton Road, Edinburgh EH5 1QE

## AM-EDINBURGH'S TELFORD COLLEGE RESIDENCE

**The AM- Edinburgh's Telford College building has 110 rooms and will be opening brand new in August 2010. The building is located just a 2 minute walk away from the College on West Granton Road.**

- Accommodation is in 5 bedroom apartments with an en-suite bathroom in each room, fully fitted shared kitchen and living area
- A small number of studio rooms are available with an en-suite bathroom and fully fitted kitchenette within each room
- 24 hour onsite CCTV
- Common room area with TV, vending machines and a pool table
- On-site laundry room
- Secure cycle store
- Internet access in every room
- Social evenings on-site
- Secure door entry system
- Capped utility charge for the academic year

Length of tenancy will run from 3rd week in August until 3rd week in June (43 weeks).

**Prices (2010/11):** £ 126.50 per week which includes all bills and broadband connection for the year, this will be paid in instalments, there will also be a refundable deposit of £250.

Instalment Dates:

<b>18/08/10 1st Instalment</b>	<b>£2175.80</b>
<b>11/01/11 2nd Instalment</b>	<b>£2175.80</b>
<b>12/04/11 3rd Instalment</b>	<b>£ 1087.90</b>
<b>Total Rent Payable</b>	<b>£5439.50</b>

Contact details

Email:

Website:

**Tel: 08443715630**

**telford@crm-limited.co.uk**

**www.crm-students.com**

If you wish to view this residence you may do so by calling or emailing the CRM team at the above number or email address.

You are committed to the academic year when you sign a CRM contract but if you wish to move out at any date, as long as you can find someone to take over your tenancy then you may leave without having to continue paying the rent. CRM can help you with finding another student to take over your lease. Any agreement is between you and CRM. You are responsible for paying rent so you will have to budget carefully. Look at the "Budgeting" section for useful advice on this.

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## REGISTERED LODGINGS

These are rooms to let within private homes, most of which are close to the college (walking distance or a short bus journey away). Some are located in other parts of the city.

- Rooms are available on a self-catering, bed & breakfast or bed, breakfast & evening meal basis.
- Some of the rooms are in family homes where students can be made to feel part of the family.
- Others are let by single people and are more like a shared self-catering flat.
- A few of the landladies/landlords offer a choice of catering arrangements, and some let rooms to more than one student.

The rents charged vary, but the majority of landladies/landlords abide by the rates recommended to them by the Student Accommodation Service. For the 2010-2011 session the recommended weekly charges for a single room are as follows:

	Bills included*
Self Catering	£72.00
Bed and Breakfast	£74.00
Bed Breakfast and Evening Meal	£98.00

\* Please note that 'bills' cover household bills, i.e. gas and electricity, but NOT telephone bills.

If you are interested in staying in lodgings you can request a Lodgings List by telephoning **0131 559 4251** or emailing **accommodation@ed-coll.ac.uk**. You can then contact those landladies/landlords on the list whose accommodation interests you.

- We have visited and checked many of the properties on the list, but it is constantly changing so it is possible that some of the properties have not been visited. We recommend that students view a few different lodgings themselves before signing a lease or paying any deposit. It is your responsibility to check that the accommodation provider meets safety requirements of the law (such as if they have gas in the property they must have a Landlord Gas Safety Certificate). If you require advice on this please do not hesitate to contact us.
- Some landladies/landlords insist on meeting potential tenants before confirming the let of a room.
- All arrangements for accommodation are subject to private agreements between individual students and their landlady or landlord.

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## PRIVATE FLATS

If this is the type of accommodation you would prefer, a number of agencies in the city can help you and it may be better for you to contact one of them. In addition to the rent, you will normally have to pay a deposit (sometimes substantial) to secure the lease of a flat, and once in the flat you will have to budget for a share of bills such as electricity, gas, etc.

Agencies which often have student flats available, and which tend to be reasonably close to college are:

### 1. Grant Management

**14 Coates Crescent, Edinburgh EH3 7AF**

**0131 220 6360**      **[www.grantmanagement.co.uk](http://www.grantmanagement.co.uk)**

Grant Management manage over 1200 flats consisting of 1-5 bed size properties and have a large volume in and around the Leith area available for entry now and throughout the year.

### 2. Dunedin Property Management

**Watershed House, 29 Telford Road, Edinburgh, EH4 2AY**

**0131 538 9991**

Dunedin Property Management has around 300 properties with a mixture of unfurnished, partly furnished and fully furnished lets.

### 3. McMartin Wright Associates

**20a Alva Street, Edinburgh, EH2 4PY**

**0131 220 0483**

McMartin Wright Associates has a variety of fully furnished flats available at a few North Edinburgh addresses.

Some of the larger Edinburgh agencies which students have successfully dealt with in the past are listed below:

#### **Braemore Property Management**

**Brae House, 53 Dundas Street, EH3 6RS**

**Tel: 0131 624 6666**      **[www.braemore.co.uk](http://www.braemore.co.uk)**

#### **Crichton - Stuart Management Services**

**20 Manor Place, EH3 7DS**

**Tel: 0131 220 4817**      **[www.crichton-stuart.co.uk](http://www.crichton-stuart.co.uk)**

#### **Countrywide Residential Lettings**

**3 N.W. Circus Place, EH3 6ST**

**Tel: 0131 226 7407**      **[www.crlldirect.co.uk](http://www.crlldirect.co.uk)**

**0131 559 4000**

**[www.ed-coll.ac.uk](http://www.ed-coll.ac.uk)**

**Dove Davies & Partners**  
**9 Atholl Place, EH3 8HP**  
**Tel: 0131 228 3999**

**www.dovedavies.com**

**Littlejohns Ltd.**  
**115 Lauriston Place, EH3 9JG**  
**Tel: 0131 228 3535**

**www.littlejohns.ltd.uk**

For flats located close to the College in the Pilton or Granton area, you may want to check Cullen Properties: **www.cullenproperty.com** **Tel: 0131 221 1818.**

They have well managed furnished properties to rent and are experienced in dealing with students and their needs.

For high quality new fully furnished apartments close to the College you could try

**Martin & Co., 23 East Norton Place, Edinburgh, EH7 5DR**  
**Tel: 0131 656 6828** **www.martinco.com**

**hot-el Apartments, Edinburgh Waterfront Apartments,**  
**9 Western Harbour Breakwater, Edinburgh, EH6 6PZ,**  
**Tel: 0131 554 2721.**

## WEBSITES

**www.edinburghstudentpad.co.uk**

The Official on-line Student Accommodation Service for Edinburgh. Easy to use search facility for whole of Edinburgh, you can search for bedsits, shared flats, halls, lodgings and hostels.

**www.spareroom.co.uk/edinburgh-flatshare**

Easy to use website if you are looking for a spare room to rent in shared accommodation. This site is not just for students, so make sure you look for accommodation sharing with other students if you want to be exempt from council tax. It is easy to contact the people advertising the rooms if you want to check anything with them

**www.edinburgh.gumtree.com/edinburgh/property-rentals**

Popular website listing basic details of property/rooms to rent on a 'classified ad' type basis.

**www.accommodationforstudents.com/Edinburgh.asp**

Very good student website for finding rooms to rent sharing with other students. There is also lots of information and advice pages on student accommodation issues from professional sources as well as other students through a messageboard.

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### **www.list.co.uk**

Fortnightly entertainment magazine for Edinburgh and Glasgow which also has a flat sharing page.

### **HOSTELS**

#### **www.edinburghhostels.com**

One-stop directory of hostels in Edinburgh. Accommodation can be booked via this website for all hostels.

The following are also good places to look for private flats:

- The Scotsman Newspaper which has a property supplement every Thursday
- The ESPC, a free paper from supermarkets, solicitors and banks etc

If you are worried about finding reputable letting agencies you may want to check the following website: **www.arla.co.uk**

\*These sources are provided for information only. Edinburgh's Telford College cannot guarantee the quality and type of accommodation that may be advertised.

## **ADDITIONAL INFORMATION TO CONSIDER WHEN SEARCHING FOR ACCOMMODATION**

### **Houses in Multiple Occupation (HMO)**

The City of Edinburgh Council has introduced a licensing system for houses in multiple occupation (HMO). The aim is to increase the protection for tenants and neighbours by making sure accommodation is safe, well managed and of good quality. Houses in multiple occupation include shared flats and houses, bed-sits, lodgings, communal accommodation such as student residences and hostels.

Private flats or lodgings with more than 2 students must have an HMO Licence. The licence confirms that the house has passed standards set by the council in living space, fire and sanitary facilities. When looking for accommodation, you can ask to see the landlord's HMO Licence.

**By law all landlords whether resident or not must have their gas appliances checked once a year.**

**We recommend that you ask to see their Landlord Gas Safety certificate before coming to an agreement with them.**

## Landlord Registration

All landlords (with a few exceptions) are required to register with their local authority.

## Edinburgh Landlord Accreditation

This is a new scheme whereby landlords and letting agents can sign up to the Edinburgh Landlord Accreditation Scheme. It promotes good practice with the privately rented sector for more information go to **[www.edinburghlandlordaccreditation.co.uk](http://www.edinburghlandlordaccreditation.co.uk)**

## Council Tax

Full-time students are not liable to pay Council Tax, even when sharing with non-students. If you are sharing with non-students make sure that they are aware of this.

You are required to complete an exemption form which excludes you from liability for Council Tax. Call the City of Edinburgh Council on **0131 200 2000** to ask for one.

## Problems or Advice

The vast majority of students live quite happily in their Accommodation. However, students can encounter problems such as disputes with landlords, problems paying their rent or problems with flatmates. Student Services is here to help you deal with such problems if they occur. Student Services Officers hold regular drop-in sessions each week during term (services include Accommodation, Funding Advice and Money Management, Personal Matters Advice and Referral, Jobzone and Learner Support). The times of these will be advertised around the College.

## OTHER HELP AVAILABLE:

### **[www.shelter.org.uk/getadvice](http://www.shelter.org.uk/getadvice)**

Excellent advice site on all issues regarding accommodation and housing. If you are having problems with you landlord or are at risk of becoming homeless, or if you just want to check your rights this site will be able to give you a lot of help.  
Freephone Housing Advice Line- **0808 800 4444**

### **[www.homelessedinburgh.org](http://www.homelessedinburgh.org)**

Information on where to go in an emergency if you find yourself homeless, particularly helpful to people sleeping rough or at risk of doing so.

## BUDGETING

**You will be responsible for paying your accommodation costs while studying at college. The college will not pay your accommodation costs for you. However, you may receive a bursary or a student loan which you may decide to use towards your accommodation costs.**

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Budgeting is all about balancing the amount of money you have coming in (income), with how much you spend (expenses). It's not always easy, but it is very important and helps you make ends meet.

With an accurate budget, you'll be able to cut out unnecessary expenses and save money, or stop running up big debts. If you already have debt problems, a budget will show you how much spare cash you have.

Here is a possible student budget for session 2010-11. These figures are only a rough guide as every student is different and costs can vary a lot

**HNC Student, funded by SAAS, on maximum loan of £4,625 (based on 40 week academic year)**

Your Income	£ / week	Your Spending	£ / week
Student Loan	£ 115	Rent	£ 90
Parental Allowance	£ 000	Bills (including phone)	£ 40
Part Time Job	£ 75	Insurance	£ 2
Benefits	£ 000	Travel	£ 12
Other	£ 000	Food & Clothes	£ 50
		Beer/Wine/ Going Out	£ 35
<b>Total Income</b>	<b>£ 185</b>	<b>Total Spending</b>	<b>£ 229</b>

**Income £/Week Expenditure £/Week**

In this case weekly expenditure is £44.00 more than income. If this was your budget, you would have to take action to close the gap. You should check that you have claimed all the funding, benefits etc. you are entitled to, and you may need to cut back your spending in certain areas.

**Remember your money is your responsibility.** The college expects you to take reasonable steps to manage your money and close the gap between income and expenditure. **Before making any decisions about your accommodation it is important that you plan ahead how you will make ends meet.**

Use this form to help you work out your personal budget, calculating your income and expenditure either per month or per week. Income includes benefits such as Child Benefit, support from parents, part-time wages etc.

Income	Month/Week	Expenditure	Month/Week
		Rent	
		Food	
		Clothing	
		Toiletries	
		Heating/Lighting	
		Travel	
		Childcare	
		Books/Equipment	
		Insurance	
		Telephone	
		TV Rental/Licence	
		Social Life	
		Other	
Total Income		Total Expenditure	

Is your income less than your likely expenditure? If so, **don't panic, but ask for help and advice now about how to close the gap.**

**Don't let debts of any kind pile up.** Start dealing with money problems as soon as they appear. Don't just hope that they will go away.

Come to one of the **Student Services** drop-ins dealing with money, bursaries etc where you can get **free, friendly advice** about any money problem that is troubling you, and where you can check that you are claiming all the support you are entitled to.

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**NE COLLEGE**

Edinburgh's Telford College strives to be an inclusive College that welcomes and supports learners from all age and ethnic groups, genders, abilities, sexual orientations, cultural and religious backgrounds.

The College has developed policies to ensure that unfair discrimination does not occur and is ethically and legally committed to equal opportunity in all institutional areas of activity. Appropriate remedial and, if necessary, disciplinary action will be taken in order to eliminate discrimination wherever it occurs. Telford is founded on the principles of creating an inclusive College, one College for all.



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