

DOCUMENTS REQUIRED FOR CHECK-IN

- Original Tenancy Agreement signed both parties
- Section 21 Agreement signed
- Your original photo ID document together with a photocopy (Passport / Driving licence)
- International students outside of the EU: Visa and copy
- 2x Passport sized photographs *(If you have not already provided these)*
- Completed standing order form/ Payment Authority
- Completed vehicle form

Please ensure that you have made all payments required, prior to your arrival: **we cannot issue you with keys until all payments have been received and processed:-**

- Full deposit (£150)
- Tenancy deposit protection fee (£25)
- 4 weeks rent in advance (due before or upon arrival)

Please note that Cheques will not be accepted.

Cleared funds will be required via credit card, debit card or proof of bank transfer in advance of the move in date.

The full payment breakdown can be found at this page ([link](#))

WHAT TO BRING WITH YOU

Firstly, you need to separate what you wish to bring into two categories:

- What do you need to bring?
- What would you like to bring?

You will definitely need to bring the following items:-

▫ Clothes

▫ Bedding

- Pillows
- Quilt
- Sheet & Duvet covers

▫ Wash Bag & Laundry

- Toothbrush & toothpaste
- Other Toiletries e.g. deodorant etc/shaving equipment
- Soap/shower gel
- Makeup/beauty products
- Hairbrush/comb and hairstyling products
- Flannels/Hand Towels/Bath Towels
- Laundry bag
- Coat Hangers

▫ Kitchen/ Cooking Utensils

- Cutlery
- 2 dinner plates and 2 bowls
- 2 mugs
- 2 pint glasses
- 2 saucepans -1 large and 1 medium/small
- 1 frying pan - non stick
- 1 roasting tin (multi-use)
- 1 wooden spoon for stirring
- 1 colander for pasta draining
- 1 chopping board
- 1 sharp knife
- Washing up liquid and sponge
- Tin Foil - use it to cover grill pans for chips etc. *This way the foil catches all the oil and you don't have to wash the pan up!*
- Cling film – use it to cover food in the microwave to avoid splashes inside the microwave.
Remember to put a few holes in the cling film before you start cooking or it will explode!

▫ Other items you may need

Alarm clock

Mobile phone and charger

Camera - *record your Experience in your new home and send your photos in to be added to the website!*

Radio

Desk lamp

Washing powder

Bin Bags

Umbrella

First Aid Kit - plasters, aspirin, antiseptic cream, cotton wool

▫ Items you may and your flatmates may wish to buy together to share

Iron

Ironing Board

Kettle

Toaster

Sandwich Toaster

We **do not allow** chip pans or deep fat fryers

Asha House provides the main amenities such as: Fridge/Freezer, Oven & Hob, Microwave and in some of our apartments, a Dishwasher.

What you will need to bring with you for University:

- University Offer letter
- Student Loan documents
- National Insurance number
- Debit / credit cards
- Photo ID (Driving licence, Passport)
- Passport photos (at least 4-6 for various IDs)
- Stationery
- Diary

Hints and Tips!

- **5 of everything**

If you are living in an en-suite apartment don't bring a kettle or a toaster or you could end up with 5 or more! Log on to the Facebook page for your specific accommodation, find your housemates and see what they may be bringing. Alternatively, go shopping together to purchase such items which you can share.

- **Be Green**

Utility bills are capped; anything over your capped amount will need to be paid for. Think Green and Switch off! The students who use the least energy will be rewarded!

- **Finance**

- Arrange your student finance as early as you can - to make sure you get your money at the beginning of term.
- Ensure funds are available to pay your rent to avoid additional charges such as bank charges and arrears charges.
- Plan your meals before you go food shopping to avoid buying items which will go to waste. Shop with your housemates 😊
- Keep a log of how much money you have coming in and how you are spending it. That way you can tell exactly where your money is going and make important conclusions from it.
- Look at buying text books second hand or using the library. Alternatively buy and sell books on Amazon and EBay.
- Cars may be useful, but they can also be an extra expense, especially when you take into account maintenance, insurance and road tax. You may also have to pay extra for car parking. Get used to using public transport as quickly as possible. It's cheaper than running a car and you can typically get some form of discount being a student.
- Remember to look after your room and keep it clean. There will be inspections throughout the year to monitor cleanliness and damage. Charges will be applied to your account if the state of your apartment is not acceptable.

- **Settling in**

- Bring some keepsakes to make your room feel homely – but not the family antiques, valuable memorabilia or expensive irreplaceable items!
- Register with Endsleigh contents Insurance.
- Attend all events that your accommodation and University organise throughout the year! This way you can make lots of friends!
- Be considerate to the other students around you.
- If you like your room and want to share with particular students next year- remember to rebook your room early!

Top safety tips (Provided by Home Office UK)

Don't be a statistic. Staying safe is all about following a few common-sense guidelines. Read the following tips, which could make all the difference:

- Many burglaries happen when a door or window has been left open - in a private home or flat, lock up whenever you go out, with deadbolts if you have them
- In halls of residence, be careful who you let in or who follows you into the building - lock your bedroom door even if you are only going down the corridor
- Robbers are after an easy target - walk in groups at night, travel by taxi or stay over with friends, your safety is worth more than the cab fare home!
- If possible, use cash-machines during the day - put your card and cash away and be vigilant - never write down your PIN
- Keep cards and cheque books separately - note down your card details so you can cancel them quickly
- Always lock your car and put valuables out of sight - never leave the keys in the ignition even when paying for petrol
- After a night out, arrange to go home with friends or in a taxi
- To prevent spiking, don't leave drinks unattended
- Be vigilant when using your mobile phone - if your phone is stolen, call your network or 08701 123 123 to immobilise it
- Protect yourself with insurance – keep a list of the make, model and serial numbers of your electronic items to help police track them down if they are stolen
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- Mark your property with the initials of your university (e.g. NU - Nottingham University) and your student ID number - this makes it harder for a burglar to sell stolen goods and can help the police to return items to you.