# Case Study

A range of universities in Yorkshire & Humberside, wish to centralise the university accommodation and facilities across the region, in order to optimise on utilisation and lower operating costs of accommodation. The director of the scheme, Peter Urchington, requires a bespoke centralised database solution available at each university’s accommodation office. The following outlines some initial data requirements.

The data stored for each student includes the general details and course, category of student (e.g. first-year undergraduate, postgraduate), and current status (placed/waiting). The student information stored relates to those renting a room and those on the waiting list. Student may rent a room in a hall of residence or student apartment. When a student joins the university, he or she is assigned to a member of staff who acts as his or her Adviser. The Adviser is responsible for monitoring the student’s welfare and academic progression throughout his or her time at the university. Whenever possible, information on a student’s next of kin is stored, which includes the name, relationship, address and contact telephone number.

Each hall of residence has contact details including a Hall Manager, who supervise the operation of the hall. The halls only provide single rooms, which have a room number, place number, and monthly rent rate. The place number uniquely identifies each room in all halls controlled by the Residential Office and is used when renting a room to a student.

The Residential Office also offers student apartments. These are fully furnished and provide single-room accommodation for groups of three, four, five students. The information held on student apartments includes an apartment number, address, and the number of single bedrooms available in each apartment. The flat uniquely identifies each apartment.

Each bedroom in an apartment has a monthly rent rate, room number, and a place number. The place number uniquely identifies each room available in all student apartment and used when renting a room to a student.

A student may rent a room in a hall or student apartment for various periods of time. New lease agreement is negotiated at the start of each academic year, with a minimum rental period of one semester and maximum rental period of one year, which includes semesters 1, 2 and the summer semester. Each individual lease agreement between student and Residential Office is uniquely identified using a lease number. The data stored on each lease includes the lease number, duration of the lease (given as semesters), student’s details, place number, room number, address detail of the hall or student apartment, and the date the student wishes to enter the room, and the date the student wishes to leave the room (if known).

At the start of each semester, each student is sent an invoice for the following rental period. The data stored for the invoice includes invoice number, lease number, semester, and payment due, student’s details, place number, room number, and the address of the hall or apartment. Additional data is also held regarding the payment of the invoice and includes the date the invoice was paid, the method of payment (cheque, cash, Visa and so on), and the date the first and second reminder were sent (if necessary).

Student apartments are inspected by staff on a regular basis to ensure that the accommodation is well maintained. The information recorded for each inspection is the name of the member of staff who carried out the inspection, the date of inspection, an indication of whether the property was found to be in a satisfactory condition (yes or no), and any additional comments.

Information is also held on members of staff of the Residential Office and includes their general details, position (for example, Hall Manager, Administrative Assistant, Cleaner) and location (for example, Residential Office or Hall).

The Residential Office stores a limited amount of information on the courses offered by a university, including the course number, course title (including year), course instructor, instructor’s on-campus telephone number, email, room number, and department number. Each student is associated with a single programme of study.