

CHARLES STURT UNIVERSITY

2010 Administration Regulations

1. PURPOSE

- 1.1 This document sets out Charles Sturt University's (CSU's) policy on the Halls of Residence Administration Regulations.
- 1.2 The objectives of the Halls of Residence Administration Regulations are to:
 - (a) outline the residential fees and charges for living in the Halls of Residence;
 - (b) explain the rules and expectations of residents living in the Halls of Residence with regard to all administrative responsibilities.
- 1.3 The CSU Halls of Residence provide accommodation for the entire academic year and residents who move out prior to that time are subject to cancellation fees (please see Sections 6 and 13).

2. SCOPE

This policy applies to all residents (temporary or year-long) of the CSU Halls of Residence. The Halls of Residence include all buildings, car parks, access ways, recreational areas and the immediate surrounds of all buildings associated with the provision of student residential accommodation.

3. DEFINITIONS

- 3.1 *Application Fee*: A fee that all students pay upon application for a room in the Halls of Residence in order for their application to be processed.
- 3.2 *IT Levy*: For access to the University's information technology (IT) infrastructure, students in the Halls of Residences must pay a levy to the University for the provision of IT support to the Halls of Residence. This levy is provided directly to the Division of Information Technology for day-to-day service as well as for future upgrades and major network development.
- 3.3 *Orientation Tariff*: Compulsory tariff for all new (i.e. first year) students. This fee covers accommodation, utilities, cleaning, pre-Orientation planning, events, catering and promotional materials for Orientation.
- 3.4 *Package One*: Provides students with accommodation for the teaching and exam weeks of Session 1 and Session 2 only. Students are required to clear and vacate their room for all breaks, periods between Sessions, and also Session 3. Please see the 2010 Residential Occupancy Calendar for more information.
- 3.5 *Package Two*: Provides students with accommodation for Session 1 and 2 teaching weeks, exam weeks and three breaks in internal student classes (Session 1 break in April, inter-Session break in June/July and Session 2 break in August/September). Students who nominate Package Two can remain on/return to campus to attend to University commitments during these break periods, i.e. students are not required to clear and vacate their room during these break periods. However Package Two

students must vacate their room for Session 3. Please see 2010 Residential Occupancy Calendar for more information.

- 3.6 *Residential Regulations*: Is the combination of the Administration Regulations and General Regulations.
- 3.7 *Services Fee*: A fee that all students pay upon application for a room in the Halls of Residence. This fee covers preparation of the rooms prior to students' arrival as well as ongoing cleaning, maintenance, and general upkeep throughout the year.
- 3.8 *Session*: The teaching and exam weeks for internal student classes. The University has three Sessions per year. Please see the 2010 Residential Occupancy Calendar for more information.
- 3.9 *Washing Machine Levy*: Compulsory levy which all students pay upon application for a room in the Halls of Residence. This fee allows the students unlimited access to the washing machine facilities in their Hall of Residence.

4. RESPONSIBILITIES

The Director, Student Residences and Business or nominee is responsible for implementing, reviewing and administering these regulations.

5. RESIDENTIAL FEES

- 5.1 Offers of accommodation are based on a two-session occupancy in the Halls of Residence (Session 1 and Session 2). Student occupancy starts from Friday, 26 February 2010 (or date of room occupancy if offer is made after this date) and concludes 9:00am Saturday, 30 October 2010.
 - 5.1.1 Students may only occupy their room during this period for the Package time selected.
 - 5.1.2 Students that cancel their place or vacate their room between the time of submitting an application and 30 October 2010 will be liable for cancellation fees. Please refer to Section 13 for details.
- 5.2 All accommodation fees are based upon a GST-free position for accommodation and a GST-liable position for the catered component

5.3 Annual Accommodation Rates

Albury-Wodonga	Package One	Package Two
<i>Self Catered</i>		
Rothwells Cottages, Thurgoona	Not Available	\$5,535.00
New Residences, Thurgoona	Not Available	\$6,801.90
Bathurst	Package One	Package Two
<i>Catered</i>		
Catered Premium Cottages	\$8,993.80	\$10,922.40
Towers	Not Available	\$8,523.90
John Oxley Village	\$7,440.15	\$8,523.90
<i>Self Catered</i>		
New Residences	Not Available	\$6,801.90
Cottages	\$4,564.45	Not Available
Traditional Diggings	\$4,564.45	\$5,362.80
Hargraves (Standard)	Not Available	\$5,362.80
Hargraves (Small)	Not Available	\$4,858.50
Hargraves (Twin)	Not Available	\$3,542.40
MTG (Single)	Not Available	\$4,858.50
MTG (Twin)	Not Available	\$3,542.40
Dubbo	Package One	Package Two
<i>Self Catered</i>		
Cottages	Not Available	\$5,535.00
Orange	Package One	Package Two
<i>Semi-Catered</i>		
A compulsory meal package of 4 meals per week must be purchased (<i>please see Section 6 for more details</i>)	\$ 784.00 (in addition to below room fees)	\$ 784.00 (in addition to below room fees)
New Residences ensuite (Semi-catered)	Not Available	\$7,699.80
New Residences (Semi-catered)	Not Available	\$6,801.90
Banksia, Lambertia, Grevillea, Hakea (Semi-catered)	\$4,564.45	\$5,362.80
<i>Self Catered</i>		
Bartlett, Peters, Chudleigh, Napier, Eltis Houses (formerly Acacia, Boronia, Casuarina, Darwinia, Westringia)	\$4,564.45	\$5,362.80
4-brm House	Not Available	\$4,858.50
Wagga Wagga	Package One	Package Two
<i>Catered</i>		

Catered Premium Cottages	\$8,993.80	\$10,922.40
Stewards Halls	\$7,440.15	Not Available
Butler Halls	\$7,440.15	\$8,523.90
Bowen and West Halls	Not Available	\$8,523.90
Doman Hall	Not Available	\$8,523.90
Self Catered		
New Residences ensuite	Not Available	\$7,699.80
New Residences	Not Available	\$6,801.90
Cottages	\$4,564.45	\$5,535.00
Postgraduate Village / WACOBU Cottage	Not Available	\$5,362.80
Village Way	Not Available	\$5,362.80
South Campus (Single)	Not Available	\$4,009.80
South Campus (Twin)	Not Available	\$3,542.40
Apartment, Single Occupancy	Not Available	\$6,039.30
Apartment, Share Occupancy	Not Available	\$3,542.40

5.4 Casual Weekly Rates

- 5.4.1 Casual weekly rates are calculated for casual periods of occupancy (i.e. intra or inter-session breaks).
- 5.4.2 The University is required to charge GST on all casual occupancies where the purpose of the accommodation use is not directly related to an approved University course. The rates listed below will be adjusted accordingly.

Category	Weekly Rate
Catered Premium Cottages	\$340.00
Towers, John Oxley Village, Stewards Halls, Butler Halls, Bowen and West Halls, Doman Hall	\$266.00
New Residences ensuite	\$240.00
New Residences	\$212.00
Self-Catered Cottages	\$173.00
Village Way, Postgraduate Village, WACOBU Cottage, Hargraves (Standard), Traditional Diggings, Grevillea/Banksia/Lambertia/Hakea, and Bartlett/Peters/Chudleigh/Napier/Eltis Houses (formerly Acacia, Boronia, Casuarina, Darwinia, and Westringia)	\$167.00
Hargraves (Small), MTG (Standard), Orange 4-brm Houses	\$152.00
South Campus (Single)	\$125.00
South Campus (Twin) / MTG (Twin) / Hargraves (Twin)	\$110.00
Apartment Single	\$189.00
Apartment Shared	\$110.00

6 OTHER FEES AND CHARGES

6.4 All accommodation fees are based upon a GST-free position for accommodation and a GST-liable position for the catered component

6.2	Orientation Tariff – compulsory for all first year students (refundable +)	\$180.00
6.3	Application Fee (non-refundable~)	\$180.00 #
6.4	Current Resident Application Fee (non-refundable)	\$ 80.00 #
6.5	IT Levy (refundable+, %, ½)	\$240.00
6.6	Services Fee (refundable+)	\$165.00
6.7	Washing Machine Levy (refundable+, %, ½)	\$ 70.00
6.8	Room Change Fee	\$ 25.00 #
6.9	Room Cancellation Fee *	\$346.00 #
6.10	Final Notice Charge – where accommodation fees are not paid by the required date a Final Notice Charge will apply	\$100.00 #
6.11	Non-return of Lockout Key	\$10.00 #
6.12	Non-return of key tag	\$10.00 #
6.13	Lost or unreturned room key	\$100.00 #
6.14	After-hours Room Lockout Charge – each student is allowed two, after-hours, free-of-charge lockouts per calendar year (i.e. outside the hours of 9am-5pm weekdays, public holidays excluded). Each additional lockout will be charged.	\$ 25.00 #

~ If CSU is unable to offer accommodation \$130.00 of the Application Fee will be refunded.

+ Refundable if cancelled prior to 12pm (noon), on Wednesday, 17 February 2010.

% If a student cancels prior to 18 June 2010 for Package One residents or 5 July 2010 for Package Two residents, 50% of the Levy is refundable. After 18 June 2010 (for Package One) or 5 July 2010 (for Package Two), this Levy is non-refundable.

½ Students who apply for a room to move on-campus at the mid-year intake are only required to pay 50% of the Levy. In this event, the Levy then becomes fully non-refundable.

* The Room Cancellation Fee is charged to any student who vacates their room prior to the end of Session 2. This fee is calculated as being equivalent to two weeks Self-Catered Cottage casual weekly rate.

Includes 10% GST

6.15 Orange Campus Compulsory Meal Plan is for residents living in the New Residences and Banksia/Lambertia/Grevillia/Hakea buildings only and is non-refundable.

6.15.1 This fee will be billed in two instalments of \$392 each, due with the first payment of each Session (i.e. 5 March 2010 and 16 July 2010, respectively).

6.15.2 The Compulsory Meal Plan is for the equivalent of four meals per week (i.e. \$7 per meal, 4 meals per week, 14 weeks per Session) – students choose from lunch on Monday-Friday or dinner on Monday-Thursday.

6.15.3 If a student chooses to use their meal plan for all meals every day, and therefore will run out of paid meals prior to the end of the Session, additional meals can be purchased on-campus with prices varying depending on usage (i.e. extra Session upfront/advance, 10-use punch card, or one-off/casual).

6.15.4 There will be no evening meals served during the breaks of Session 1 and 2 and non-teaching weeks between Sessions. However, students may be able to purchase pre-packaged meals at lunch to re-heat for dinner.

(6.15)	Orange Campus COMPULSORY Meal Plan (non-refundable)	\$784.00 #
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7 APPLICATION PAYMENTS REQUIRED

7.1 Continuing students (i.e. students who were currently enrolled at CSU in 2009) apply for a room in the Halls of Residence for 2010 during the second semester of 2009.

7.1.1 Current residents living on-campus, who apply for a room in the Halls of Residence during the continuing student online application process, but are unsuccessful and placed on the waiting list, will be charged the Current Resident Application Fee (as per 7.2).

7.1.2 However, if an initial offer of accommodation is made to a continuing student off of the waiting list, and the offer is declined but the student wishes to remain on the waitlist and wait for another offer, the student is no longer considered a current resident and will be charged the fees according to 7.3 when/if the next offer is made.

7.1.3 All continuing students, both current residents and non-current residents, who apply for accommodation through the Late Application process will be charged according to 7.3

7.2 Continuing students living in the Halls of Residence at time of application (i.e. current residents) will be required to pay upon notification of an offer:

(a) Current Resident Application Fee;

(b) Services Fee;

(c) IT Levy;

(d) Washing Machine Levy.

7.3 Continuing students not living in the Halls of Residence at time of application (i.e. non-current residents) will be required to pay upon notification of an offer:

(a) Application Fee;

- (b) Services Fee;
- (c) IT Levy;
- (d) Washing Machine Levy.

7.4 New students (i.e. students who were not enrolled at CSU in 2009) applying for a room in the Halls of Residence in 2010 will be required to pay at application:

- (a) Orientation Tariff;
- (b) Application Fee;
- (c) Services Fee;
- (d) IT Levy;
- (e) Washing Machine Levy.

8 ACCOMMODATION FEE PAYMENT DATES

8.1 The 2010 Residential Fees Schedule indicates the required payments and payment dates for 2010.

8.2 All students receive the 2010 Residential Fees Schedule when a confirmation of a room in the Halls of Residence is sent.

8.3 Invoices are not sent out, therefore the student is required to make it his/her responsibility to retain this information and pay accordingly.

Package ONE due dates are:	Accommodation Period, Package ONE:
Friday, 5 March 2010	paying for 26 February to 1 April 2010
Friday, 23 April 2010	paying for 18 April to 18 June 2010
Friday, 16 July 2010	paying for 11 July to 20 August 2010
Friday, 10 September 2010	paying for 5 September to 29 October 2010
Package TWO due dates are:	Accommodation Period, Package TWO:
Friday, 5 March 2010	paying for 26 February to 17 April 2010
Friday, 23 April 2010	paying for 18 April to 10 July 2010
Friday, 16 July 2010	paying for 11 July to 4 September 2010
Friday, 10 September 2010	paying for 5 September to 29 October 2010

9 PAYMENT OPTIONS

Students may pay the 2010 Residential Fees in one of the following ways:

- (a) pay the entire annual fee for the appropriate category rate of accommodation and package option (Package One or Package Two) on the first payment due date in March 2010.

- (b) pay the accommodation fee on the four due dates as outlined on the 2010 Residential Fees Schedule for the appropriate category and package option chosen;
- (c) request an extension and have it recorded with Support Central staff prior to the due dates as outlined on the 2010 Residential Fees Schedule.

10 DEFAULT OF RESIDENTIAL PAYMENTS – Final Notice Charge

- 10.1 Students may request an extension and have it recorded with Support Central staff prior to the due dates.
- 10.2 If payment is not made or an extension not requested by the due date the student will be charged a Final Notice Charge of \$100.
- 10.3 Residents that neglect to make payment or request an extension by the due dates will be required to vacate the Halls of Residence.

11 \$150 REBATE

- 11.1 Both package options (Package One and Package Two) include a bonus in the form of a rebate payment to all eligible residents.
- 11.2 In order for a student to be eligible to receive the rebate the following two conditions must apply:
 - (a) the student must be living in the Halls of Residence prior to the first payment due date in Session 1 (i.e. 5 March 2010); AND
 - (b) the student must remain living in the Halls of Residence until the first Monday of Session 2 Exam Week (i.e. 18 October 2010)

12 REDUCTION OF RESIDENTIAL FEES

- 12.1 Hospitalisation – a student may apply for a reduction in residential fees for the full period of hospitalisation or a period of convalescence (for a seven day minimum) ordered by a Medical Practitioner when the convalescence is not spent in University accommodation.
 - 12.1.1 The student will be given a 100% reduction in fees for a maximum period of 28 days.
 - 12.1.2 Appropriate documentary proof is required and must be given to the Director, Student Residences and Business or nominee within 10 working days from the first day of the absence.
- 12.2 Absence due to death of an immediate family member – a student may apply for a reduction in residential fees due to the death of a member of their immediate family.
 - 12.2.1 The absence must be for a period of a least seven consecutive days.

- 12.2.2 Appropriate documentary proof is required and must be given to the Director, Student Residences and Business or nominee within 10 working days from the first day of the absence.
- 12.3 Compulsory course practicum work – a student may apply for a reduction in residential fees due to a compulsory course practicum, if the following conditions apply:
- (a) The absence must be for a minimum of seven days; and
 - (b) The location must be a minimum of 50km from the University; and
 - (c) The student must live in the Halls of Residence for the full year of occupancy (i.e. all of Session 1 and Session 2).
- 12.3.1 Any practicum rent reduction claimed throughout the year will not be credited to the student's account until the final payment due date (i.e. 10 September 2010).
- 12.3.2 If a student living in the Halls of Residence is required to attend practicum placement at a location where CSU operates on-campus accommodation, the student may request to stay in the same category of accommodation as their current room allocation on their home campus.
- 12.3.2.1 If a student wishes to make this request, they are required to complete a Temporary Accommodation Application form indicating that they live in the Halls of Residences at XX campus and require the accommodation for a practicum placement at XX campus.
 - 12.3.2.2 Providing the Managers, Residential Operations approve the temporary accommodation application AND accommodation is available in the same category of accommodation, there will be no charge to the student.
 - 12.3.2.3 If a student takes up this option, a practicum rent reduction will not be available to the student.
- 12.3.3 The practicum rent reduction in residential fees is calculated as follows:
- (a) Students living in their first year in the Halls of Residence or who have stayed for non consecutive years, receive a reduction equivalent to 50% of the weekly rate, for a maximum of 21 days for Package One students and 28 days for Package Two students, per year.
 - (b) Students who remain in the Halls of Residence for the whole of their course receive a reduction equivalent to 60% of the weekly rate, for a maximum of 21 days for Package One students and 28 days for Package Two students, per year.

12.3.4 Instructions for receiving the Practicum Rent Reduction are as follows:

- (a) Completion of a Practicum Reduction Notice Form must be submitted at least seven days prior to the date of the proposed absence for practicum work;
- (b) In the event a room is re-let by CSU whilst on practicum, the balance of the room rate will be returned to the student for the total number of nights the room was used;
- (c) The University will charge full fees applying for retained rooms where the room is not made available for re-letting during the practicum period, or the required notification is not given.
- (d) All keys must be returned to CSU and your Room Inventory Form must be completed to be entitled to the reduction of fees.
- (e) All students are to pack up their rooms to allow for re-letting.

12.4 During exam periods no reduction will be given when students either complete their exam commitments early (before official end of session date) or when students do not have any exam commitments. All fees are calculated on a full session basis.

13 RETURN OF FEES AND PAYMENTS - for Place/Room Cancellation

13.1 Halls of Residences Fees are based on a full period of occupancy. Student occupancy starts from Friday, 26 February 2010 (or date of room occupancy if offer is made after this date) and concludes 9:00am Saturday, 30 October 2010.

13.2 All residents that cancel or forfeit their place in the Halls of Residence prior to 30 October 2010 will be subject to cancellation fees.

13.3 All residents that cancel or forfeit their place in the Halls of Residence must notify CSU in writing AND complete a Room Cancellation Form.

13.4 If cancellation or forfeiture of the place in the Halls of Residence is received by CSU **prior to Orientation Week, by 12pm (noon) Wednesday, 17 February 2010**, then:

13.4.1 Where a new student applicant is not allocated a room and is placed on the waitlist, and the new student cancels the application, part of the Application Fee will be refunded (see Section 6), along with 100% of Services Fee, IT Levy, Washing Machine Levy and the Orientation Tariff.

13.4.2 Where a new student applicant is allocated a room and cancels the application, the University will refund the Services Fee, IT levy, Washing Machine Levy and Orientation Tariff only.

- 13.4.3 Where a continuing student cancels their application, only the Services Fee, IT Levy, and Washing Machine Levy will be refunded.
- 13.5 If cancellation or forfeiture of the place in the Halls of Residence is received by CSU **between 12pm (noon) Wednesday, 17 February 2010 and 12pm (noon) on Friday, 26 February 2010**, then:
- 13.5.1 Where a new student cancels, no notice is required and 50% of the IT Levy and Washing Machine Levy will be refunded. All other fees are non-refundable
- 13.5.2 Where a continuing student cancels, no notice is required. Students will be charged a Room Cancellation Fee (as per Section 6) and receive 50% of the IT Levy & Washing Machine Levy as credit to the student account. All other fees are non-refundable.
- 13.6 If cancellation or forfeiture of the place in the Halls of Residence is received by CSU **after 12pm (noon) on Friday, 26 February 2010 (Friday of Orientation) and before 30 October 2010**, then:
- 13.6.1 Where any student cancels their place in the Halls of Residence, 14-days notice must be provided during the student's paid package option and the Room Cancellation Fee (see Section 6) will be charged.
- 13.6.2 Notice must be received by CSU 14 days in advance of the day of departure or the student will also be charged their regular daily rate for each day short of 14 that notice is provided. The 14-day notice must be within the paid package option or the balance of days will be charged.
- 13.6.3 The Room Cancellation Fee is charged to any student who vacates their room prior to the end of Session 2 (i.e. 29 October 2010). This fee is calculated as being equivalent to two weeks Self-Catered Cottage casual weekly rate.
- 13.6.4 Residential fees paid in advance will be refunded, less any discount previously applied.
- 13.6.5 Please read in conjunction with Section 6 with regard to any initial application charges that may or may not be refunded.
- 13.6.6 The following exceptions will apply:
- (a) Students who withdraw or defer enrolment, change study mode to distance education or who are transferring campuses within CSU courses, will be charged the equivalent of one week Self-Catered Cottage casual weekly rate, as outlined in Section 5.4. Supporting documentation must be supplied.
- (b) Students who are studying at CSU on an international exchange program will be exempt from any penalty charge upon completion of their exchange period providing they have

been in the Halls of Residences for one full session. Supporting documentation must be supplied.

- (c) Students who are travelling abroad on student exchange or study abroad will be exempt from any penalty charge upon leaving to start their exchange program providing they have been in the Halls of Residences for one full session. Supporting documentation must be supplied.
- (d) Students who are excluded from the University may be exempt from any cancellation charges. Supporting documentation must be supplied.
- (e) Students who are transferring between CSU campuses and will continue to reside in the Halls of Residences must complete a Room Change Form. A Room Change Fee will apply but no further penalties will apply.

14 BREAK PERIOD, CASUAL & SESSION 3 ACCOMMODATION

- 14.1 Students will be offered break period, casual or Session 3 accommodation at the discretion of the Director, Student Residences and Business or nominee.
- 14.2 Requests for break period, casual or Session 3 accommodation (except Christmas recess) must be made seven days prior to the commencement of the period, by completing the appropriate accommodation form.
 - 14.2.1 Christmas Recess accommodation must be made 14 days prior to this period starting. An accommodation form must be completed.
 - 14.2.2 Payments for the Christmas Recess period must be made by 4:00pm of the first Friday of the first week for the period booked.
 - 14.2.3 Accommodation costs will be available for the 2010/2011 period from the Residences website five weeks prior to the end of session.
- 14.3 Payments for break period accommodation must be made prior to the end of the period booked (Christmas Recess excluded).
- 14.4 If a student living in the Halls of Residence is required to attend a residential school at a location where CSU operates on-campus accommodation, the student may request to stay in the same category of accommodation as their room allocation on their home campus. If a student wishes to make this request, they are required to complete a Temporary Accommodation Application form indicating on the form that the student is in the Halls of Residence at XX campus and requires the accommodation for a residential school at XX campus. Providing the Director, Student Residences and Business or nominee approves the temporary accommodation application AND accommodation is available in the same category of accommodation, only a casual booking fee will be charged.

15 MOVEMENT BETWEEN PACKAGE TWO AND PACKAGE ONE OCCUPANCY AGREEMENTS/ROOM CHANGES

- 15.1 Requests for changing between packages or rooms are to be made in writing by submitting a Room Change Request form.
- 15.2 All package or room change decisions will be at the discretion of the Director, Student Residences and Business or nominee.
- 15.3 No room or package changes will be processed during the first six weeks of Session 1 unless exceptional circumstances are present. Applications will be accepted but not processed until the end of the break period and/or depending upon availability and approval by the Director, Student Residences and Business or nominee.
- 15.4 Two weeks notice is required (prior to desired move).
- 15.5 Students may be required to relocate to a place determined by the Director, Student Residences and Business or nominee.
- 15.6 Students will be charged a nominal fee, as per Section 6, for each movement between package/room undertaken.

16 APPEAL AGAINST APPLICATION OF A PENALTY/CHARGE

- 16.1 A student may appeal against the application of a charge/penalty on the grounds that an error of policy application has occurred or in appeal for consideration of excessive application of fines and charges.
- 16.2 Appeals must be made in writing, addressed to the Residential Appeals Committee and submitted to Division of Student Services, Panorama Ave, Bathurst, NSW 2795 (accommodation@csu.edu.au or fax (02) 6338 4304) no later than 14 days after receiving notification of the charge.
- 16.3 Appeals must fully establish and substantiate the basis for their appeal. The Appeals Committee may elect not to hear any appeal where the application fails to sufficiently substantiate the basis for the appeal.
- 16.4 A Committee consisting of the Director, Student Residences and Business or nominee, the Manager(s), Residential Operations or nominee(s), the Manager, Administration, Contact and Services or nominee and the Manager, Student Access or nominee will consider appeals.
- 16.5 The receipt of the letter of appeal will be acknowledged.
- 16.6 Once an appeal meeting is held, the Appeals Committee will advise the applicant of the outcome within six working days.
- 16.7 The Appeals Committee may vary the fine or charge and take any other action that they deem appropriate within the Residential Regulations.
- 16.8 The Appeals Committee may levy a charge within the limits of the Residential Regulations where appeals are considered to be vexatious or

where students make claims based on false information. Students must ensure that their appeals are based on fact.

16.9 The Appeals Committee will meet as required.

APPENDICES

1. 2010 Residential Occupancy Calendar

Table of amendments

Version number	Date	Short description of amendment
1.1	05-Nov-09	Remove reference of discount for upfront payment of fees.

APPENDIX 1

Residential Occupancy Calendar 2010

		2010 Academic Year		Package 1 residents	Package 2 residents
	Week of 22-Feb-10	Orientation		Only 1 st year students (Continuing students can move in from Fri, 26 Feb)	Only 1 st year students (Continuing students can move in from Fri, 26 Feb)
Session 1 Term 1	Week of 1-Mar-10	Session 1 Wk 1		Occupy room	Occupy room
	Week of 8-Mar-10	Session 1 Wk 2		Occupy room	Occupy room
	Week of 15-Mar-10	Session 1 Wk 3		Occupy room	Occupy room
	Week of 22-Mar-10	Session 1 Wk 4		Occupy room	Occupy room
	Week of 29-Mar-10	Session 1 Wk 5		Occupy room	Occupy room
	Week of 5-Apr-10	Session 1 Wk 6 Res School		VACATE ROOM (by 9am, Fri 2 April)	Occupy room
	Week of 12-Apr-10	Session 1 Wk 7 Res School		VACATE ROOM	Occupy room
Session 1, Term 2	Week of 19-Apr-10	Session 1 Wk 8		Occupy room	Occupy room
	Week of 26-Apr-10	Session 1 Wk 9		Occupy room	Occupy room
	Week of 3-May-10	Session 1 Wk 10		Occupy room	Occupy room
	Week of 10-May-10	Session 1 Wk 11		Occupy room	Occupy room
	Week of 17-May-10	Session 1 Wk 12		Occupy room	Occupy room
	Week of 24-May-10	Session 1 Wk 13		Occupy room	Occupy room
	Week of 31-May-10	Session 1 Wk 14		Occupy room	Occupy room
	Week of 7-Jun-10	Exams		Occupy room	Occupy room
	Week of 14-Jun-10	Exams		Occupy room	Occupy room
	Week of 21-Jun-10	Break		VACATE ROOM (by 9am, Sat 19 Jun)	Occupy room
	Week of 28-Jun-10	Break		VACATE ROOM	Occupy room
	Week of 5-Jul-10	Break		VACATE ROOM	Occupy room
Session 2, Term 1	Week of 12-Jul-10	Session 2 Wk 1		Occupy room	Occupy room
	Week of 19-Jul-10	Session 2 Wk 2		Occupy room	Occupy room
	Week of 26-Jul-10	Session 2 Wk 3		Occupy room	Occupy room
	Week of 2-Aug-10	Session 2 Wk 4		Occupy room	Occupy room
	Week of 9-Aug-10	Session 2 Wk 5		Occupy room	Occupy room
	Week of 16-Aug-10	Session 2 Wk 6		Occupy room	Occupy room
	Week of 23-Aug-10	Session 2 Wk 7 Res School		VACATE ROOM (by 9am, 21 Aug)	Occupy room
	Week of 30-Aug-10	Session 2 Wk 8 Res School		VACATE ROOM	Occupy room
Session 2, Term 2	Week of 6-Sep-10	Session 2 Wk 9		Occupy room	Occupy room
	Week of 13-Sep-10	Session 2 Wk 10		Occupy room	Occupy room
	Week of 20-Sep-10	Session 2 Wk 11		Occupy room	Occupy room
	Week of 27-Sep-10	Session 2 Wk 12		Occupy room	Occupy room
	Week of 4-Oct-10	Session 2 Wk 13		Occupy room	Occupy room
	Week of 11-Oct-10	Session 2 Wk 14		Occupy room	Occupy room
	Week of 18-Oct-10	Exams		Occupy room	Occupy room
	Week of 25-Oct-10	Exams		Occupy room	Occupy room
	Week of 1-Nov-10	Break		VACATE ROOM (by 9am, Sat 30 Oct)	VACATE ROOM (by 9am, Sat 30 Oct)
	Week of 8-Nov-10	Break		VACATE ROOM	VACATE ROOM
	Week of 15-Nov-10	Session 3 Wk 1		VACATE ROOM	VACATE ROOM
	Week of 22-Nov-10	Session 3 Wk 2		VACATE ROOM	VACATE ROOM
	Week of 29-Nov-10	Session 3 Wk 3		VACATE ROOM	VACATE ROOM
	Week of 6-Dec-10	Session 3 Wk 4		VACATE ROOM	VACATE ROOM
	Week of 13-Dec-10	Session 3 Wk 5		VACATE ROOM	VACATE ROOM
	Week of 20-Dec-10	Session 3 Wk 6		VACATE ROOM	VACATE ROOM
	Week of 27-Dec-10	Break		VACATE ROOM	VACATE ROOM
	Week of 3-Jan-11	Session 3 Wk 7		VACATE ROOM	VACATE ROOM
	Week of 10-Jan-11	Session 3 Wk 8		VACATE ROOM	VACATE ROOM
	Week of 17-Jan-11	Session 3 Wk 9		VACATE ROOM	VACATE ROOM
	Week of 24-Jan-11	Session 3 Wk 10		VACATE ROOM	VACATE ROOM
	Week of 31-Jan-11	Session 3 Wk 11		VACATE ROOM	VACATE ROOM
	Week of 7-Feb-11	Exams		VACATE ROOM	VACATE ROOM