

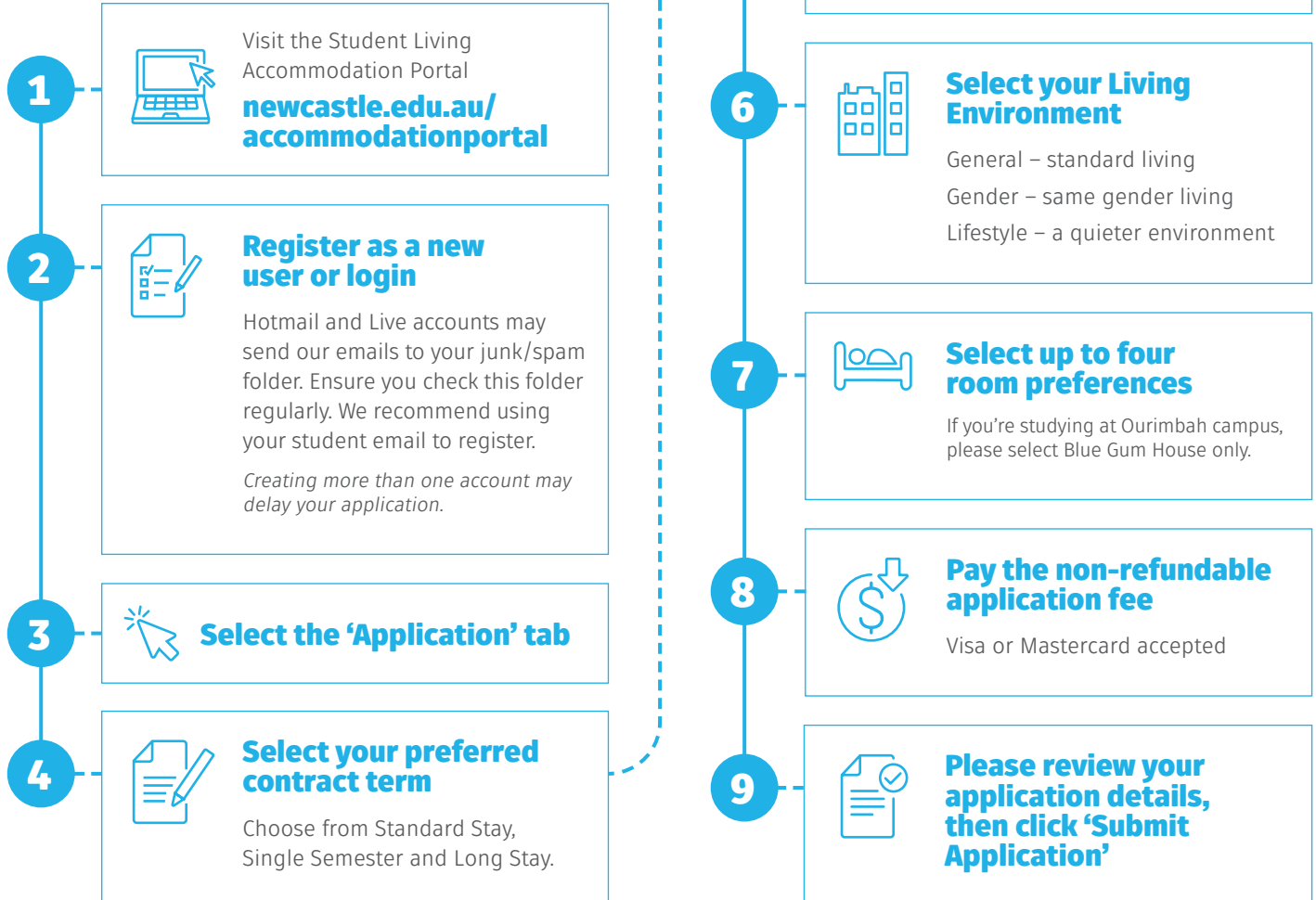
# Applying to live on campus?

2023 Applications Guide



New resident applications open

**10:00am Wednesday  
28 September 2022**



# Frequently asked questions

## Application process

### How are accommodation applications processed?

In line with the University of Newcastle's Looking Ahead 2020 - 2025 Strategic Plan, our allocation process is:

1. Guaranteed accommodation in Newcastle for Indigenous students.
2. Guaranteed accommodation in Newcastle for students who receive an offer to the University of Newcastle via the Schools Recommendation Scheme (New applicants only)

*Note: If you already reside in Newcastle or Lake Macquarie you will not receive guaranteed accommodation.*

3. Prioritising students coming from a regional or remote location.

For all applicants it is really important to get your application in as soon as possible.

### Establishing Status for a guaranteed accommodation offer

Aboriginal and or Torres Strait Islander students will receive a guaranteed offer of accommodation on campus upon completion of an accommodation application, including completion of the university's Establishing Status process.<sup>1</sup> This process is completed online through the University's Student Portal. If you cannot access the portal (for example, if you are not yet a student with us) you can access the PDF form [here](#).

You can read more about this in the [Establishing Status Policy](#). For more information on how to complete the Establishing Status process please contact [PVCIndigenous@newcastle.edu.au](mailto:PVCIndigenous@newcastle.edu.au)<sup>1</sup>

<sup>1</sup> *Guaranteed accommodation refers to complete applications received by 5:00pm Wednesday 7 December, 2022. Any applications completed or received after this time will be prioritised on Callaghan campus only due to limited capacity at Ourimbah. Should accommodation applicants not wish to complete the Establishing Status process their accommodation application will be assessed in line with other applications and no guarantee applied.*

### What is the Schools Recommendations Scheme?

Schools Recommendation Schemes are one way institutions make early offers of undergraduate admission to Year 12 students. They do this by using criteria other than (or in addition to) the ATAR. Learn more about it at [newcastle.edu.au/srs](http://newcastle.edu.au/srs).

*Note: The Schools Recommendation Scheme is only applicable to New Applicants.*

### What if I don't meet the priority allocation criteria? What are my chances of getting on campus accommodation in 2023?

Students who do not identify with the applicant categories above still have plenty of opportunity to secure accommodation. It's important to still get your application in as soon as possible, as after priority rooms are allocated, our admissions team will filter the offer list by the time of completed application. They will allocate your accommodation offer based on your position on the offer list and matching available room types. Student Living values diversity and inclusion and supports a vibrant community through this considered allocation process.

### What contracts\* are available?

There are a variety of contract terms on offer, including:

- |   |   |
|---|---|
| • Long Stay contract                      | Wednesday 11 January - Wednesday 13 December 2023 |
| • Standard Stay contract (New Applicants) | Saturday 4 February - Sunday 3 December 2023      |
| • Semester 1 contract (New Applicants)    | Saturday 4 February - Sunday 2 July 2023          |
| • Semester 2 contract (New Applicants)    | Saturday 8 July - Sunday 3 December 2023          |

*\*All dates are subject to change*

### When do applications for Student Living open?

Applications for 2023 open at 10:00am (AEST), Wednesday 28 September, 2022.

### How do I apply to live on campus at Student Living?

All applications must be made by completing an online application form via the [Student Living Portal](#).

### How do I get a login ID and password to make an online application for accommodation?

If it is the first time you have made an application for accommodation, you need to go to the Student Living Portal and register for a login email and password. Click on the 'Register' tab to enter your details and generate your login for future use.

### **What if I begin my study outside of the accommodation contract dates/University main semester dates?**

Student Living accommodation terms are best suited for students taking up studies in line with the University's semester dates. However, if you are studying outside of these dates and you need accommodation email us at [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au) with your preferred move-in date and we will send you further instructions about completing an application.

Student Living will not be able to assess future room availabilities immediately, but we will endeavour to provide an update or offer suitable accommodation options three to four weeks prior to your preferred check in date.

### **Can anyone apply to live on campus at Student Living?**

You must have applied to become a **full or part-time student** or be **already enrolled** at the University of Newcastle.

If you are a domestic student you must be aged 18 or turning 18 in the calendar year in which you will live on campus.

If you are an International student you must be aged 18 to receive an offer.

### **Should I apply to Student Living if I have not received an offer to study at the University of Newcastle?**

Yes, if possible. Demand for on campus accommodation is high so we encourage applications to be lodged as soon as possible, even if it means you have not yet received your University offer. You do not need to have been offered a place, or have a student number yet, to apply for accommodation.

### **What happens if I do not receive an offer of study and I need to cancel my accommodation?**

You will need to contact Student Living as soon as possible to cancel your accommodation. You will need to send through supporting documentation showing you did not receive a course offer from the University of Newcastle. Student Living will cease charging you room fees from the time of receiving your cancellation notice along with your supporting documentation. No Termination charge will be applied and unused room fees plus the Community Levy will be refundable.

### **What are the Terms and Conditions of living on campus?**

When you accept your accommodation offer, you are bound by the Occupancy Licence Agreement and the Student Living Standards. Please click [here](#) for the most up to date relevant documents.

### **Can I apply to live on campus for my entire university degree?**

No. Applications to live on campus are made on an annual basis, however you can re-apply for the following contract term when applications open.

### **Can I apply if I will be 17 years old at the time of move in?**

Yes! Depending on when you are turning 18 one of the following will apply for Australian residents:

1. If you are turning 18 on or before 30 April 2023 you can select to live across all residences and living environments
2. If you are turning 18 on or after 1 May 2023 you will be allocated a room within one of our Lifestyle Living Environments, so please begin your application with this option. When you turn 18, you can request a Room Move, but this will be subject to fees and availability.

As a condition of living with us, our residents that are 17 years old will attend meetings with Student Living until you turn 18. The purpose of these meetings is to check in with you and support you through the first months of your time living on campus.

When completing an application your parents or legal guardian will be asked to sign your accommodation agreement. If you would like your parent or legal guardian to have access to enquire about your account please complete our [Authorisation Form](#).

*Note: International Applicants must be over the age of 18 at the time of accepting an accommodation offer.*

### **Do I have to make a separate application for each of my room preferences?**

No, you can only make ONE application and within this application you can nominate up to four different room preferences.

### **When do applications close?**

Applications do not have an official closing date and we will continue to take applications until our residences are full. When we are full, we'll begin a waiting list. Some people find their study or personal options change and they may withdraw their application at various times before University starts in 2023. When this happens, we will begin to allocate rooms to those on our waiting list.

### **I am only studying at the University of Newcastle for one semester, can I live on campus?**

Yes you can! When applying, select the Single Semester contract option.

### **I deferred my study. Can I still apply to live on campus?**

You must be enrolled to study (full or part time) at the University of Newcastle in 2023 to apply to live on campus. If you are deferring for 2023 please apply again at the end of that year.

### **The contract ends at the beginning of December. What happens for the rest of the year?**

Lots of people return home during those weeks at the end of the year, however we do offer a Summer Stay option for those people who wish to extend their stay on campus for that time. More information about Summer Stay will be available soon.

### **I have already submitted my Student Living application, can I make any changes to my personal details or preferences?**

Yes, if you would like to change your preferences or any other details, please email [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au)  
Please do not start another application as this duplication will make it more difficult to offer you a place.

## **Fees and charges**

### **How much does it cost to live on campus?**

You can view the 2023 room types and fees [here](#).

### **Does it cost anything to apply?**

There is a non-refundable \$100 accommodation application fee. Payment of the application fee does not guarantee you an offer and is not refundable for unsuccessful, withdrawn or wait-listed applications.

### **What are the total fees and charges I need to pay to accept my offer to live on Campus.**

Upon acceptance of your offer, immediate payment of these fees needs to be made, so please budget for these amounts.

Room Deposit (equivalent to 4 weeks of room fees) – refundable and reviewed at the end of your stay.

Room Fees In Advance (equivalent to 2 weeks of room fees)

Community Levy – Full Year \$500 and Single Semester \$350.

*Note: The Room Deposit is held against any room fee, damage or other miscellaneous charges incurred/outstanding at the end of your contract period. Your Room Deposit may also be used to offset fees you may owe to the University (e.g. library fines or tuition fees etc.). All unused Room Deposit will be refunded back to you.*

## **Where can I live?**

### **What accommodation options do Student Living offer?**

Student Living offers a diverse range of accommodation options available for undergraduates, postgraduates and students with special needs all within walking distance to class. Across our Callaghan and Ourimbah campuses you can choose from nine residences that offer a variety of living options to suit you. The residences you can choose from are:

#### **[Barahineban](#)**

96 self-catered, self-contained studios (single/dual occupancy).  
Two king single beds (can be joined to form a king bed).

#### **[Blue Gum House \(Ourimbah\)](#)**

26 self-catered ensuite apartments with shared kitchen, single bed.

#### **[Edwards Hall \(Self-catered\)](#)**

85 shared apartments, single room, single bed.

#### **[Edwards Hall \(Main Hall\)](#)**

315 single dormitory style rooms, single bed.

#### **[Evatt House](#)**

211 self-catered shared or self-contained apartments, king single bed.

#### **[International House](#)**

221 self-catered, shared or self-contained apartments.  
Single bed or king single depending on apartment.

#### **[North Residence](#)**

195 self-catered studio rooms, 1-2 bedroom or 5/6 shared apartments.  
Studios and share apartments include king single beds, one bedroom apartments include queen beds.

#### **[South Residence](#)**

194 self-catered studio rooms, 1-2 bedroom or 5/6 shared apartments.  
Studios and share apartments include king single beds, one bedroom apartments include queen beds.

#### **[East Residence](#)**

194 self-catered studio rooms, 1-2 bedroom or 5/6 shared apartments.  
Studios and share apartments include king single beds, one bedroom apartments include queen beds.

#### **[West Residence](#)**

195 self-catered studio rooms, 1-2 bedroom or 5/6 shared apartments.  
Studios and share apartments include king single beds, one bedroom apartments include queen beds.

### How do I choose the residence that will suit me best?

Please think carefully about how many people you want to live with, how much cooking you would like to do, what facilities you desire and what Living Environment would suit you best. It may also be beneficial to talk to past and current residents. For more information visit: [newcastle.edu.au/accommodation](http://newcastle.edu.au/accommodation).

### Can I visit Student Living before starting my application?

You can visit the precinct through a campus tour via Future Students, to book a tour visit: [newcastle.edu.au/study/campus-tours](http://newcastle.edu.au/study/campus-tours)  
You can also visit the [Student Living website](#) to view our virtual room tours or check out our YouTube channel [@UniNewcastleResidents](#) to see what our residences are like!

### What are Living Environments and what type of Living Environments are available?

Living Environment preference refers to grouping like-minded residents together to increase resident satisfaction and support our diverse community. For your selection, choose from the below preferences (all subject to availability).

The living environments include:

1. **Gender** - for residents that wish to live with those of the same gender only. Note: guests of the opposite gender will not be allowed to stay overnight.
2. **General** - for residents who do not select any of the above specified living areas.
3. **Lifestyle** - for residents who wish to live in a quieter living environment with minimal alcohol consumption, while still enjoying Student Living activities.

Click [here](#) to see the Living Environments map.

### How do Living Environments and room allocations work?

When applying, you will be asked to select your preferred Living Environment. You will then select your room preferences from the room types and locations that are available within in that Living Environment. If you cannot see your preferred room type or location as an option, this is because they are not offered in that Living Environment and you will have to change either your Living Environment preference or select different room preferences.

At the time of processing your application we will check for availability in your first preference. If this is not available, we will assess your remaining preferences. E.g. If you choose Lifestyle and then Evatt House, we will seek to offer you a Lifestyle room in Evatt House. However, if all Lifestyle rooms are already allocated in Evatt House, we will endeavour to offer you a Lifestyle room in your second, third or fourth residence of choice. As not all Living Environments are available within each residence, you may need to consider whether living in a particular type of Living Environment, or being in a particular residence is more important to you.

### Can I still live at Callaghan if I'm studying at the Newcastle City campus?

Yes, you can. There is a free [shuttle bus](#) that runs between Callaghan and our Newcastle City campus every 30 minutes during peak teaching periods and a bus stop right outside Barahineban and across from North Residence.

### I have a medical condition/disability, can I still live on campus?

Yes, you can! We aim to provide a safe environment for all residents and endeavor to consider requests for reasonable adjustments for applicants who may require additional support. If you have a medical condition or disability, please ensure you indicate this in the appropriate section in the application form and the 2023 Medical Practitioner form will be provided to you.

### What are the current policies relating to COVID-19?

The ongoing safety and security of our residential community is Student Living's highest priority. The University requires COVID-19 vaccinations for all residents living on campus in 2023, unless you have a medical exemption. If you become successful for accommodation, you will be required to show your COVID-19 proof of vaccination at check-in, or have an exception registered with us.

### What are the catering options when I live on campus?

There are two different dinner meal plans you can opt into if catering isn't included in your contract (i.e. if you are not living in Edwards Hall Main Hall).<sup>2</sup> You can choose from five or seven dinner meals per week and more information is available [here](#). Our catering suppliers have Halal certification and can cater for Halal, Kosher or other dietary requirements.

For residents living in Edwards Hall Main Hall, seven dinner meals per week are included in your room fees.

<sup>2</sup> The cost of a meal plan is additional to room fees.



## Roommate Requests

### **I want to share with a friend. How can we request to live together?**

You will both need to complete your applications and pay your non-refundable Application Fee.

If you have selected a room that is dual occupancy you will be asked to nominate your roommate in the application. Dual occupancy means you will be sharing a bedroom with your nominated person and is available in Barahineban or in one bedroom options in North, South, East and West residences.

All other room types are single occupancy meaning you will have your own bedroom.

If you wish to nominate a housemate to share a unit/apartment with, then you will both need to email [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au) requesting to share with each other by 30 November 2022.

Student Living cannot guarantee that you will be allocated together but we try to accommodate these requests, subject to availability.

### **What if I want to live in a dual (shared) occupancy room but don't have anyone to share with?**

If you don't have anyone to share with it will not be possible to enter into a dual occupancy arrangement.

## Technical issues

### **My connection was unstable and logged me out. Will my entries be saved?**

The portal generally auto-saves most entries. So, if you are logged out part way through completion, please try logging in again and resume your existing application. Please do not start a new application.

If you have made a mistake or changed your mind about details, contact us after you have submitted your application to make changes. Once you have a valid submitted application, any changes to it will not affect your position in the queue. However, if you make multiple applications, this will impact our ability to process your submission.

### **After submitting my application, I realised I made a mistake, or have changed my mind about some details. What do I do?**

If you have made a mistake or changed your mind about the length of the term that you applied for we can manually fix this for you. Email [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au) with your full name and date of birth, as well as details on what needs to be fixed. Do not try to apply a second time as this will affect how your application is processed and may reduce your chances of receiving an offer.

## Termination of your contract

### **Cancelling your accommodation up to 14 days prior to the contract start date –**

You can cancel your accommodation at any time prior to 14 days before the contract commencement date for any reason. Student Living will refund all fees paid except for the non-refundable application fee. To cancel your accommodation, please email us as soon as possible at [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au)

### **Cancelling your accommodation within 14 days of the contract start date/if the contract has already commenced –**

The standard termination process will apply. You will be required to give two weeks notice. A Termination fee, equivalent to four weeks of room fees will be charged. Please email us at [studentliving@newcastle.edu.au](mailto:studentliving@newcastle.edu.au) immediately, so we can provide you with a Contract Termination Form, which you will need to complete and return to us promptly.

Your two week notice period will start from the day your completed form is received by us. Your Room Deposit will be used to offset this fee. The unused portion of your Community Levy will be refunded to you.

## Health and Wellbeing

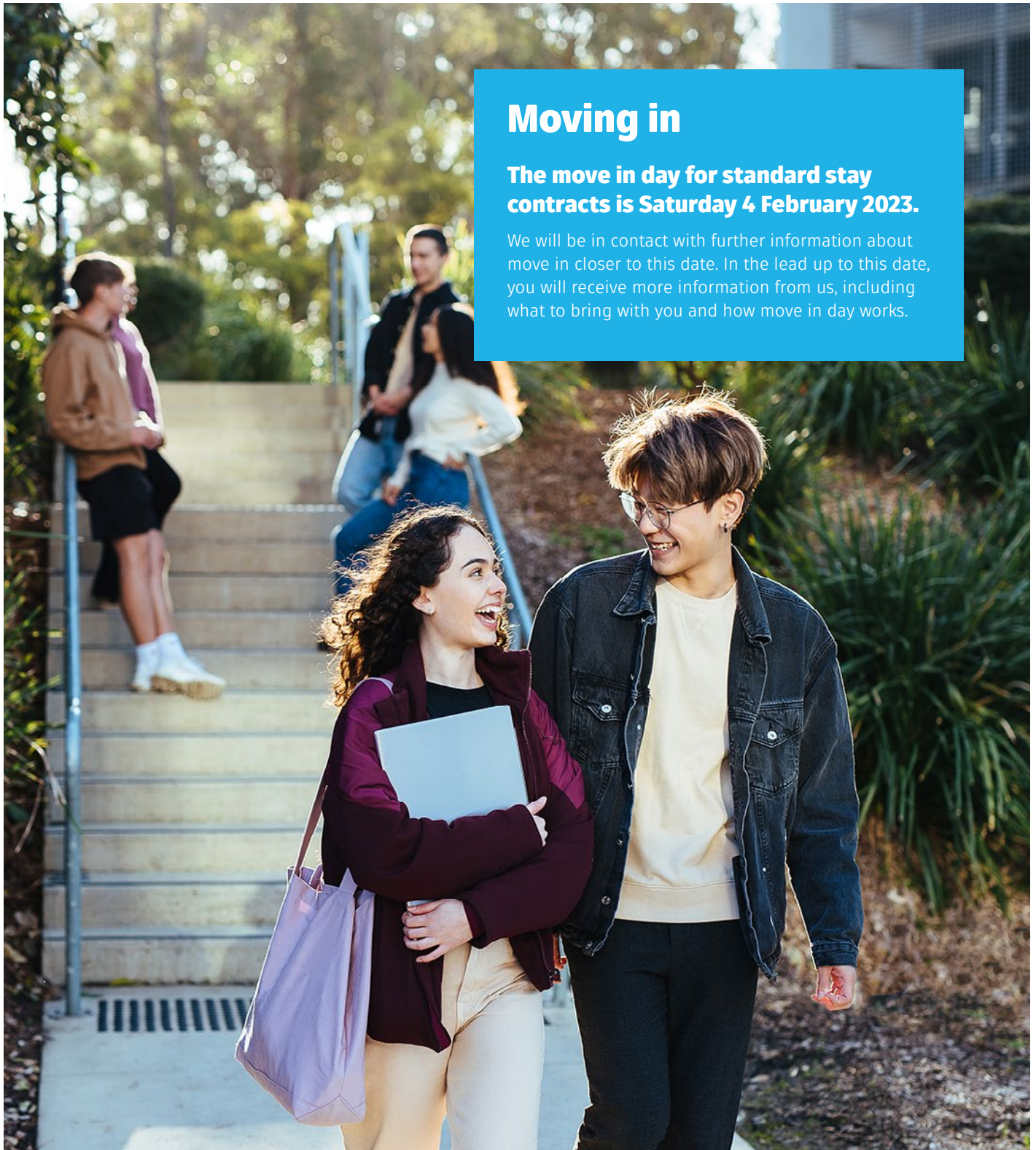
### **What support is available when I live on campus?**

Student Living has a dedicated, highly-qualified Health and Wellbeing Coordinator that is here to support you. Our Health and Wellbeing Coordinator is focused on supporting you in navigating your academic life in the most successful way possible and that includes ensuring you are happy, safe and healthy.

Your Residential Mentor is your first port of call for any questions, queries and help. RMs are responsible for specific areas at each residence. They are in charge of supporting the wellbeing of the residents, assisting in the transition to independent living and providing general support. RMs are provided with extensive training across a number of different areas including First Aid, mental health, sexual consent, creating respectful environments and drug and alcohol education.

## How do you keep the residences safe and secure?

Residents are protected with a 24/7 security service including regular patrols, on-call security guards, key and access card controlled doors and CCTV. For after-hours support, the After-Hours Duty Officers (AHDOS) are here to help with basics like lock-outs and emergency maintenance as well as emergency situations where you or a friend may need help. As an extension of the Student Living Support and Safety and Security teams, the AHDOS work to provide a safe and inclusive environment to ensure that after-hours support is provided to all residents.



## Moving in

**The move in day for standard stay contracts is Saturday 4 February 2023.**

We will be in contact with further information about move in closer to this date. In the lead up to this date, you will receive more information from us, including what to bring with you and how move in day works.