

These terms and conditions govern a student's participation in the Student Residential arrangement with UTS College. It is important that UTS students and their parents/legal guardians understand and agree to the following terms and conditions. The UTS College Student Success Team reserves the right to amend these terms and conditions at any time.

Section 1: Student Residential Arrangements

- 1.1 Student agrees to keep the residential premises reasonably clean, and to notify the Student Residential as soon as practicable of any damage to the residential premises. It's the student's responsibility to replace light globes on the residential premises.
- 1.2 Students have access to 24-hour emergency contact with the UTS College Student Success Team (02) 9218 4911
- 1.3 The student acknowledges that the student's image may be captured by the Surveillance Equipment and the student consents to the use of the Surveillance Equipment in or around the Common Areas and the Location.
- 1.4 A student's allocated room should have a bed, desk, lamp, wardrobe and chair.
- 1.5 The UTS College Student Success Team reserves the right to change a student's Student Residential placement to arrival or after the commencement of their Student Residential should unforeseen circumstances arise. We consult this with the student and the student's parent/legal guardian, if the student is under 18.
- 1.6 The UTS Student Success Team arranges UTS College approved accommodation for students with the assistance of the third-party providers.
- 1.7 The student agrees not to alter, remove, or add any lock or other security device without reasonable excuse or unless the Student Residential agrees, and to give the Student Residential a copy of the key or opening device or information to open any lock or security device that the students change within 7 days of the change.
- 1.8 If a student is under 18, any changes to accommodation arrangements must be requested in writing to the Student Residential or the UTS College Student Success Team. The student must remain in UTS College approved accommodation until alternate arrangements are approved.
- 1.9 Any specific food preferences should be communicated to the Student Residential in advance, if possible.
- 1.10 Student agrees to not make a copy of any keys, swipe cards and/or fobs without the prior written consent of the Student Residential.
- 1.11 Student agrees to not use open deep fat frying or gas cooking equipment anywhere in the Location
- 1.12 No guests will be allowed after 10.00 pm and overnight guests are not allowed in the room
- 1.13 Students under 18 must abide by the 10pm curfew at all times.
- 1.14 Requests to arrive home after 10pm must be approved by UTS College and requested a minimum of 24 hours in advance.
- 1.15 UTS College approved accommodations are smoke-free.
- 1.16 Students under the age of 18 are not permitted to purchase or consume alcohol or cigarettes.
- 1.17 Students who repeatedly fail to comply with these terms and conditions and/or any house rules may be removed from the Student Residential and this may have a negative impact upon their enrolment at UTS and potentially their visa. 1.18 If students would like to spend time away from their Student Residential and live with their parents in Australia, a Short Stay Application Form must be submitted and approved by the UTS College Student Success Team. Note: Under 18 students are not permitted to travel in Australia without parents/legal guardian
- 1.19 All holiday plans must be communicated to the UTS College Student Success Team for approval. Note: Under 18 students are not permitted to leave the country without this approval
- 1.20 Student agrees to not park any car or vehicle in any parking space in or neighbouring the Location unless such car parking space has been allocated to the Residential Premises.

Email your completed form with all supporting documents to: accommodation@utscollege.edu.au

UTS College Student Centre
UTS Building 5, Block C, Level 1 (Ground Floor) (CB05C01)
1-59 Quay Street, Haymarket NSW 2000

T +61 2 9218 8666

Section 2: Policies and Procedures

- 2.1 The student must comply at all times with all policies and procedures published by UTS College on utscollege.edu.au/au/about/policies-and-procedures, and UTS on uts.edu.au/current-students/support/when-things-go-wrong/your-rights-and-responsibilities/uts-student-policies including without limitation the following:
- (1) Student Residential **Policy** and **Procedure**
 - (2) UTS College **Under 18 Policy**
 - (3) UTS College **Student Charter**
 - (4) UTS **Under 18 protocol for international students**
- 2.2 The student must comply at all times with all local laws, regulations and codes.
- 2.3 Failure to comply with any policies and procedures and/or any local laws, regulations and codes may result in the student being removed from the Student Residential and this may have a negative impact upon their visa and/or result in non-academic misconduct.
- 2.4 UTS College reserves the right to involve local authorities in the event of any non-compliance with all local laws, regulations and codes.
- 2.5 In the event that UTS College is notified of a student's failure to comply with any policies and procedures and/or any local laws, regulations and codes by another student, ISA welfare guardian, or otherwise, UTS College reserves the right to contact UTS, the ISA welfare guardian their emergency contact and/or their parent/guardian about such failure.

Section 3: Safety and Welfare

- 3.1 Students must notify UTS College if they become aware of another student residential student's safety or welfare being compromised, including without limitation that student's location and safety status.
- 3.2 In the event that UTS College is notified of a student's compromised safety by another student, ISA welfare guardian or otherwise, UTS College reserves the right to contact that student's ISA welfare guardian, their emergency contact and/or their parent/guardian.
- 3.3 Generally, UTS/UTS College reserves the right to disclose the student's location and/or safety and welfare status to the student's ISA welfare guardian, emergency contact and/or parents/guardians from time to time during the student's stay in student residential.

Section 4: Financial Terms and Conditions

- 4.1 For students under 18, they must remain in UTS College approved accommodation and provide two weeks' written notice if they would like to change accommodation.
- 4.2 Students must pay all student residential fees on time.
- 4.3 Failure to pay the agreed fees on time may result in the student being removed from the student residential.

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Section 5: Refunds

To view UTS's statement of protocol on fees and refunds, please visit:

uts.edu.au/future-students/international/essential-information/fees-information/protocol-fees-and-refund

Section 6: UTS College Approved Transport Service

- 6.1 UTS College approved transport service is compulsory from the airport for all UTS students under 18 years of age. Alternate transportation arrangements may be made only with UTS College approval.
- 6.2 It is the student's responsibility to notify the UTS College Student Success Team of all arrival and departure details to and from their home country; or to and from short stays and/or other holidays approved by UTS College.

Section 7: Personal Information

- 7.1 The student acknowledges and agrees that UTS College will handle the student's personal information (and all third party personal information provided by the student) in accordance with the Privacy Act 1988 (Cth) and UTS College's Privacy Policy located at utscollege.edu.au/privacy, including that:
 - (1) UTS College will collect personal information in the course of the student residential application process and in the course of the student residential (such as the student's name, gender, nationality, contact details, educational institution in Australia, course name and duration and contact details of the student's emergency contacts);
 - (2) UTS College will use and disclose personal information for the purposes of the student residential (including a student's compliance with these terms and conditions), student welfare and emergency and incident management, for related secondary purposes and as otherwise permitted or required by law; and
 - (3) UTS College may disclose personal information to its related entities, including UTS, to the student's ISA welfare guardian and other hosts participating in the student residential program, to the student's emergency contacts, and to UTS College's partners, agents, contractors and other third parties who provide services to UTS College (including without limitation Scape student living Australia and the International Student Alliance guardian and welfare provider).
- 7.2 If the student gives UTS College personal information about a third party, the student warrants that it has the consent of that third party to provide their information to UTS College, and for UTS College to handle their personal information in accordance with these terms and conditions and the Privacy Policy.
- 7.3 The student may seek access or correction to the personal information UTS College holds or make a complaint to UTS College if the student believes that UTS College has breached its obligations under the Privacy Act. The Privacy Policy sets out further information on seeking access or correction to personal information and about the complaints process.
- 7.4 The student consents to UTS College disclosing their personal information outside of Australia to UTS College's related entities and any third-party service providers, to the student's nominated emergency contacts and/or the student's parent or guardian and as otherwise required or permitted by law.

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Student Declaration

I, _____ understand the following:

- I have read and agree to all the terms and conditions above.
- I acknowledge and agree that the UTS College Student Success Team may, when they deem it necessary, contact my ISA welfare guardian, emergency contact, parent/legal guardian named below, and/or UTS to discuss matters pertaining to my welfare and accommodation arrangements.
- If I am not abiding by, or behaving in a manner consistent with these student residential terms and conditions and/or the Policies and Procedures referred to in section 2.1, I grant UTS College permission to discuss this behaviour and failure to meet these terms and conditions and/or the Policies and Procedures with my parent/legal guardian named below.
- Students under the age of 18 are not permitted to travel to Australia until the commencement date of welfare arrangements nominated by UTS College. Arriving in Australia prior to the start of the welfare arrangement may impact the student visa, which may also result in its cancellation.

Student's signature
(as per passport)

Signed date

Parent or Legal Guardian Declaration

I understand and agree to all the conditions above and I will ensure that my child adheres to them. I have assessed the proposed accommodation arrangements for my child and have approved them as being satisfactory to my child's needs.

Parent/legal
guardian's name

Parent/legal
guardian's signature
(as per passport)

Signed date

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