

STUDENT ACCOMMODATION POLICY

Student accommodation facilities have been established at each academic site. The type and nature of residential accommodation will vary dependent on the location. But in the main requires students to share fully furnished and contained dormitory/house accommodation.

Students occupying GURCS/QRME managed accommodation facilities will be required to agree to and abide by a Tenancy Agreement (including House Rules) and may be required to leave the accommodation where it is determined that the terms of the Agreement have been contravened.

Where a student is required to leave GURCS/QRME accommodation facilities, they will not be eligible for any further accommodation support from GURCS/QRME.

Unless otherwise confirmed in writing by an authorized officer, students may occupy accommodation provided by GURCS/QRME up to three days prior to the commencement of the academic year and will depart the accommodation no later than three days after the conduct of their final examination for the academic year.

Students will be asked to indicate their accommodation preferences (single, couple or family) prior to the commencement of each academic year. In this regard, accommodation arrangements are negotiated on a year to year basis.

GURCS/QRME recognizes that available accommodation facilities may not be suitable for all students and may offer a rental subsidy to approved students who seek to source alternative accommodation.

Approved students are those who are married/defacto/in a family group – a student with dependent children.

Where there is capacity to provide suitable accommodation a rental subsidy will not be offered. To be eligible for rental subsidy payment, the student claimant must be the named tenant on a duly authorized General Tenancy Agreement.

As a normal practice there can be no change to the agreed accommodation option once the academic year has commenced, except where a student is found to be in breach of the Tenancy Agreement (House Rules).

GURCS/QRME reserves the right to levy a non-refundable weekly charge on students occupying GURCS/QRME supplied/managed accommodation. The charge represents a contribution to the cost of servicing and maintaining facilities and is not inclusive of other charges that might apply to address willful property damage and/or cleaning.

Charges will be determined by GURCS/QRME from time to time and students advised on selection to the RCS.

Procedures

At time of selection to the RCS, student's preferred accommodation options will be determined and timely confirmation will be provided to the student.

Students occupying GURCS/QRME will be required to confirm their acceptance of their obligations and responsibilities as detailed in a Tenancy Agreement.

Students who have been approved to receive a rental subsidy, must lodge with the authorised QRME officer a copy of a General Tenancy Agreement to include the lessor's name and location. In order to claim the rental subsidy, students must lodge a Student Expense Claim Reimbursement Form. Claims must be lodged with and are available from an authorized QRME officer and must include evidence of rental payment receipts.

As a matter of practice, student reimbursement claims are accepted and processed on a monthly basis. Claimants should allow up to thirty (30) days between lodgment and reimbursement. Claims must be made in the academic year the expense occurred.

A Direct Debit process must be in place for fortnightly payments and is available from an authorized QRME officer.

Accommodation Service Charges

All students	\$50 per week for academic year
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