

APPLICATION FOR ACCOMMODATION TERMS & CONDITIONS

1. WHO MAY APPLY?

University of Canberra Village (**UOCV**) is open to students who are enrolled and attending as students (or are entitled to be enrolled as students) of the University of Canberra during the relevant accommodation period being sought in the application.

If you are a student (or entitled to be enrolled as a student) of a tertiary institution other than University of Canberra, your application will be assessed and considered with priority given firstly to students of University of Canberra. Please refer to our website for locations of other CLV student accommodation facilities in Australia (<https://www.mystudentvillage.com/location/australia/>).

Applicants who are 18 years or under should also refer to clauses 3 and 7 below.

2. APPLICATION PROCESS

Upon receipt of an application for accommodation from an applicant, UOCV will review availability and assess the applicant's suitability as a resident of UOCV (in its absolute discretion).

3. CHECKS WHICH MAY BE UNDERTAKEN BY UOCV

Could include (and is required to be provided by the applicant upon request by UOCV):

- (a) Proof of enrolment status as a student of the University of Canberra (or other tertiary institution, as the case may be) for the relevant accommodation period being sought;
- (b) Proof of a valid student visa (to remain current for the period);
- (c) Proof of identity (including, but not limited to, drivers License or passport);
- (d) Latest copies of financial statements being no later than the preceding calendar year;
- (e) For applicant(s) who are under 18 years of age, proof of identity of the parent and/or guardian providing guarantees for the purposes of the Residential Agreement;

(f) If an applicant is a current or former resident of University of Canberra Village, or of a Village owned or operated by Campus Living Villages entity, or of any other accommodation facility owned by the affiliated University of Canberra Village Management may take into account any breach, non-compliance or misconduct of the applicant (as a then resident) with the accommodation provider then applicable.

(g) References (which may include a review of any tenancy database listing) for the applicant.

4. APPLICATION FEE

The application fee payable is in consideration of UOCV reviewing and processing your application and is non-refundable (whether or not an offer of accommodation is made).

5. HOW WILL I KNOW IF MY APPLICATION IS SUCCESSFUL?

Once your application has been assessed by UOCV, you will be notified at your nominated email address whether or not your application has been successful. If your application is successful, you will be made an offer of accommodation subject to:

(a) the terms and conditions of the UOCV form of residential agreement and Village Rules, which will be made available to applicants who are made an offer of accommodation; and

(b) such other conditions as may be applied by UOCV from time to time and notified to you at the time of the offer of accommodation being made to you, including without limitation, payment of a security deposit and associated fees.

6. HOW DO I ACCEPT AN OFFER?

If you have received an offer of accommodation to reside at UOCV and wish to accept the offer, you will be required to do so within the timeframe specified in the email offer. This will generally be by way of confirmation by email from you **and returning executed forms of the required documentation** that will be sent to you by email or made available on the UOCV Resident Portal (as notified to you in the offer email).

If you do not accept the offer within the timeframe specified in the offer email, the offer will automatically lapse. If you wish to re-apply for accommodation, you will be required to lodge a further application and pay a further application fee.

7. WHAT IF I AM UNDER 18?

If you are under 18 years of age at the time of submitting an application, you

will be required to provide the details of a suitable guarantor (who must be over 18 years of age).

If your application is successful, you will be required to print off and deliver to UOCV, within the specified acceptance period, the original guarantee (in the form required by UOCV, with no unauthorised amendments) signed by your guarantor. Your offer of accommodation will be conditional on, among others, return of this signed guarantee. UOCV Village - Application Terms and Conditions 3

8. DOES LODGING AN APPLICATION GUARANTEE ME ACCOMMODATION?

Lodging an application does **not** assure you of obtaining accommodation at UOCV. Once UOCV assesses the applications, offers of accommodation will be emailed to successful applicants (determined at UOCV's absolute discretion).

You will not be assured of accommodation unless and until **all** of the following have been satisfied (to UOCV's satisfaction):

(a) your application has been processed and an offer of accommodation has been issued by UOCV to you;

(b) you have acknowledged and accepted the offer of accommodation, including all conditions on the offer (including, but not limited to online elements of the offer), within the timeframe specified in the offer email;

(c) you have returned to UOCV correctly signed all required hard copy documents specified in your offer email, within the timeframe specified in the offer email);

(d) you have paid (or procured payment) to UOCV the security deposit, two weeks' of the residential fees in advance and associated fees in connection with the Residential Agreement within the timeframe specified in the offer email; and

(e) any other requirement or condition specified by UOCV detailed in the offer email.

9. PRIVACY

All information provided by applicants to UOCV will be held by UOCV in accordance with its privacy policy which can be seen at <https://www.mystudentvillage.com/au/privacy-policy/>

10. ABOUT US

The student accommodation facility comprised in University of Canberra Village is located on campus of the University of Canberra, at Cooina Hut, off Cooina Street, Bruce, ACT 2601, Australia. For more information on the Village, please refer to <https://www.mystudentvillage.com/au/university-of-canberra-village/>

An offer of accommodation will require applicants to, among others, enter into a Residential Agreement (in the form required by UOCV) with Campus Living Villages (Canberra) Pty Limited, the Owner of UOCV. UOCV is managed and operated by Campus Living Villages Pty Limited, as agent for the Owner (the **Operator**). Under the Residential Agreement, the Operator has all the rights of the Owner and is the Owner's representative at UOCV. A reference to UOCV will be a reference to the Owner and/or Operator (as the case may be).