Student Residence House Rules
1 Application to UQ Students

1.1 These House Rules:
(a) apply to all residential Premises owned or leased by the University of Queensland (represented by Rural Clinical School (UQRCS)), located at Toowoomba, Bundaberg, Hervey Bay and Rockhampton (Premises);
(b) are binding on UQRCS students who reside in or occupy, the Premises (Residents);
(c) relate to the use, enjoyment, control and management of UQRCS student accommodation in the Premises;
(d) must be read with the:
   (i) Letter of Occupancy; and
   (ii) UQRCS Accommodation Guidelines,
issued to each Resident.
(e) UQRCS may when administering these House Rules act on its own and through the officers, agents and authorised representatives (including real estate agents and property managers) of The University of Queensland.

1.2 Residents are:
(a) guests of UQRCS during the period of their stay;
(b) not boarders or tenants of the owner of the Premises or UQRCS;
(c) not the holders of any estate or interest or ownership rights, in the Premises.

2 UQRCS may vary arrangements
UQRCS may in its sole discretion and without having to give reasons vary accommodation arrangements at the Premises, including:
(i) the redeployment of resources (furniture, chattels etc);
(ii) short term occupancy by visiting students of vacant rooms; and/or
(iii) changing these House Rules.

3 Fees and charges
3.1 Premises Residents must pay:
(a) a non-refundable Fee for Service to occupy the Premises.
(b) the costs of repairing property damage caused or contributed to, by them.
(c) the costs of cleaning the Premises (refer Cleaning clause);
(d) the costs of replacement or damaged keys.
(e) A fee for service is charged and payable by August 31st in the year of residence.

3.2 The University will be responsible for the payment of all reasonable utility expenditure (power, water, internet services).

4 Breaches by Residents
(a) If Residents breach the House Rules, and do not remedy that breach within the time and in the manner specified by UQRCS, Residents must pay the full cost of rectifying and making good the breach.
(b) The charges are subject to standard University policy governing the non-payment of debt and student sanctions.
5 Bond

UQRCS will not charge a bond for Residents to occupy the Premises.

6 Cleaning requirements

(a) Residents acknowledge that the Premises are equipped with vacuum cleaners, brooms, and mops for Residents to clean the Premises.

(b) Residents must regularly and thoroughly clean and keep the Premises and inclusions tidy and clean, including:

(i) Premises, ovens (microwave and conventional), cook tops; refrigerators and freezers, bathrooms, toilets and kitchens, laundry and other wet areas;

(ii) External areas including carports, courtyards and gardens must be kept free from obstruction;

(iii) Household appliances including washing machines; and

(iv) furnishings including by regular vacuum cleaning.

7 Inspections

7.1 UQRCS will:

(a) conduct entry and exit inspections – (the exit inspection is to ensure that the Premises are left in an appropriate condition);

(b) conduct regular inspections of the Premises during the period of the Residents’ occupancy. Such inspections will be at a reasonable time and following notice from UQRCS of not less than 7 days, except in emergencies when UQRCS need not give prior notice; and

(c) provide notice to Residents of insufficient cleaning standards or other breaches of these House Rules.

7.2 Residents must:

(a) permit entry to the Premises by the UQRCS and its authorised representative for the purpose of conducting regular inspections; and

(b) remedy insufficient cleaning or other breaches of these Rules within seven days of receipt of UQRCS’ notification.

Residents’ failure to do so is a breach of the House Rules making the Resident liable to the costs of additional cleaning or other costs consequent upon a Resident’s breach of these Rules.

8 Emergency entry

The University’s authorised representative(s) may access and enter the Premises without notice where the:

(a) health, safety and/or well-being of a Resident or other person is deemed to be at risk; or

(b) security, fabric and/or integrity of the Premises is deemed to be at risk.

9 Make good at end of occupancy

At the end of their occupancy, Residents must:

(a) leave the Premises clean and tidy and in the same condition the Premises were in at the commencement, fair wear and tear excepted;

(b) remove all rubbish and the contents of fridges, freezers and pantries.

Any costs incurred by the UQRCS beyond a reasonable exit clean will be recharged to each of the household Residents. This includes furniture removal / relocation, rubbish removal, appliance removal and the removal of any items excess to the contents upon initial occupation of the residence.

In the event that any chattels are not removed, the UQRCS may direct such to waste services or charity.
10 Access to Premises

10.1 Keys

(a) Keys for initial occupancy of residences will be available from the appropriate UQRCS office within business hours only effective from January 3, 2019.

(b) Residents must pay for:

(i) replacements for lost or stolen keys at the cost of the student;

(ii) after hours callout fees and locksmiths’ costs and charges in the event of being locked out of Premises or rooms/residences;

(c) UQRCS staff will not be available after hours in such events.

(d) Residents must not:

(i) tamper with or change, any lock on the Premises; or

(ii) make copies of keys for the Premises without the permission of the School’s authorised representative;

(e) Residents must report lost or damaged keys as soon as possible to the School’s authorised representative.

11 Behavioural Standards

11.1 Courtesies

Residents and their guests must not interfere with the reasonable peace, comfort or privacy of other Residents or neighbours of the Premises and must abide by the UQ Student Charter:

http://ppl.app.uq.edu.au/content/3.60.01-student-charter

Residents agree to behave in the manner described in the Student Integrity and Misconduct Policy and be respectful of other residents at all times:

http://ppl.app.uq.edu.au/content/3.60.04-student-integrity-and-misconduct;


Residents must not intimidate, bully or be disrespectful to other Residents in the Premises or neighbours of the Premises.

UQRCS staff will use reasonable measures to respect the privacy of Residents.

11.2 Noise

Residents must not generate unnecessary noise including loud music within the Premises or so as to be a nuisance or discomfort to neighbours of the Premises or occupants of adjoining or nearby accommodation.

Visitors, partners and family may not occupy the Premises unless approved in writing by the UQRCS. Occasional short term stays are permitted provided such does not interfere with the reasonable peace, comfort or privacy of other residents. The same behavioural standards (in this clause 11) are required by visitors, families and partners. Visitors, partners and family are subject to the House Rules. Residents are required to discuss plans for visitors with their housemates and demonstrate respect in circumstances whereby a degree of discomfort has been expressed.

11.3 No smoking – Fire Evacuation

Pursuant to the University’s policy, smoking is not permitted anywhere inside the building or within the defined external boundary of the Premises.

Residents must follow evacuation procedures in the event of fire or other emergency.
11.4 Prohibited conduct
Residents must not:
(a) use the Premises for illegal activities;
(b) keep an animal or bring animals/pets (incl. fish, lizards, birds, rats) on the Premises;
(c) use/burn incense, open flame lamps, oil burners or candles within the Premises;
(d) keep or utilise fireworks and flammable liquids on the Premises'; and

11.5 Positive obligations of Residents
Residents must:
(a) ensure that in the event of an incident/injury, an incident/injury report is completed in a timely manner and lodged with the UQRCS Representative;
(b) ensure their rooms and the Premises are secure at all times. When the Premises are not occupied, external doors and windows must be closed in the event of inclement weather;
(c) take responsibility for the security and safe keeping of their personal possessions at all times;
(d) acknowledge and agree that the University is not liable for loss, theft or damage to Residents’ personal effects whilst on or within the Premises; and
(e) take responsibility for and are liable for, replacement costs and costs of locksmiths or out of hours callout fees in the event of being locked out of the Premises.

11.6 Drugs and Alcohol
Residents shall not keep or have in their possession or control in the Premises any substance or article including drugs and drug making chemicals and poisons, which are forbidden by the Law of the State of Queensland or the Commonwealth of Australia.

(a) Any infringement of this rule:
   (i) will be immediately investigated and may result in the matter being reported to the Police; and
   (ii) may result in suspension or expulsion from the UQRCS.

11.7 Alcohol
(a) Residents are required to be responsible in their use of alcohol on the Premises.
(b) The consumption of alcohol will not be accepted as reasonable explanation or absolve accountability for unacceptable behaviour or damage to property.
(c) Home brewing and the use of alcoholic stills is prohibited.

12 Individual rooms and common spaces
Residents must:
(a) maintain their rooms in a way that does not interfere with the reasonable comfort of other residents; and in a condition that does not give rise to a fire or health hazard;
(b) not mark or hole the walls of the Premises or put up any type of pictures or wall hanging;
(c) not intentionally or recklessly damage or destroy any part of the facilities; and
(d) not remove from the Premises any inclusion – furniture or chattel – without the permission of the School’s authorised representative. This includes moving furniture, appliances and kitchen utensils / crockery outdoors or relocating to different units. Costs incurred by the UQRCS to relocate furniture and chattels to the appropriate unit will be recharged to the residents of the unit to which the items belong.

In the interest of preserving the integrity of the Premises, residents may NOT bring onto the Premises any furniture or fitting without first seeking the approval of the UQRCS’ authorised representative.
Such approval may be withheld where it is deemed that such furniture or fixture may jeopardise the integrity of pre-existing infrastructure.

Laundry and other items should be hung in designated drying areas only.

13 Internet
   (a) Wireless internet is available.
   (b) Residents will ensure that internet access is utilised for study purposes as a priority.
   (c) Extraordinary use of data for non-priority purposes such as the streaming of movies will result in the University reviewing or not extending data plans and at UQRCS’ discretion, cost recovery of a portion of the internet supply costs from the Resident responsible.

14 Damage to Premises
   (a) Any Resident or individual who damages UQRCS property, by intentional or negligent action will be liable for the cost of restitution.
   (b) Residents should report, as soon as possible, any damage including damage/breakdown of any fixtures, furniture or equipment to the Student Coordinator.

15 Repairs
15.1 Afterhours
   (a) For afterhours emergencies Residents must contact the University of Queensland Security Officer ph: 1800 800 123.
   (b) In the case of electrical and plumbing emergencies, Residents must contact the emergency numbers advised in the “Residents’ Information” maintained at the Premises.

15.2 Emergency Repairs
   Emergency Repairs are defined as a:
   (a) Burst water service;
   (b) Blocked or broken lavatory system;
   (c) Serious roof leak;
   (d) Dangerous electrical fault;
   (e) Flooding or serious flood damage;
   (f) Serious storm, fire or impact damage;
   (g) Failure or breakdown of the electricity or water supply to the Premises;
   (h) Failure or breakdown of an essential service or appliance for hot water or cooking;
   (i) Fault or damage that makes the Premises unsafe; and
   (j) Fault or damage likely to injure a person, damage property or unduly inconvenience a resident of the Premises.

16 Water and Electricity Use
   Residents:
   (a) must ensure responsible water and electricity usage;
   (b) must not introduce additional air conditioning, heating devices, spas or Jacuzzis. Excess water or electricity charges (by comparison to residential averages) will be recharged; and
   (c) must whenever reasonably possible, bucket-wash vehicles in open parking bays only in the interest of conserving water.
17 Parking and Motor Vehicles

Residents must:

(a) use the car parks to park a single motor vehicle and for no other purpose;
(b) not obstruct passing traffic when parking;
(c) not take bicycles inside (or through) the Premises under any circumstances;
(d) store bicycles in car ports or courtyards, where available;
(e) negotiate the use of secured garages amongst Residents and occupants of each facility;
(f) provide appropriately maintained sand trays for vehicles with oil and fluid leaks; and
(g) not use garages as storage facilities.

18 Animals and Pets

Residents must not:

(a) bring or keep animals and pets on the Premises (guide dogs for blind and vision impaired persons excepted); or
(b) encourage stray animals by feeding them.

19 Rubbish Disposal

Residents must:

(a) empty all rubbish (from own rooms and common areas) into waste (recycling and general) bins provided;
(b) ensure that bins are delivered to (and collected from) the designated location for fortnightly or weekly collection.

20 Breaches of House Rules

(a) Where a Resident is deemed to be in breach of the House Rules, the Resident will be required to leave the Premises and source their own accommodation at their own expense.

(b) Residents will be notified of alleged breaches in writing and if in UQRCS’ opinion the circumstances warrant, be required to “show cause” why they should not be required to leave the Premises.

(c) Having afforded due consideration to the Resident’s response to the show cause notice, the Senior Manager of UQRCS will determine any action to be taken. Where the Resident is required to leave the Premises, this determination will be provided to the Resident in writing.
Rural Clinical School

Acceptance of House Rules
Students must be aware of, understand and accept their responsibilities and obligations as a resident of student accommodation provided by The University of Queensland.

STATEMENT OF ACCEPTANCE

I, (insert name) ___________________________________________________________

have read and understood my responsibilities and obligations as a resident of University Premises.

I understand that my continued residency/occupancy of University Premises is conditional upon my satisfying in full my responsibilities and obligations, and that I can be required to leave the student accommodation where so directed by the Rural Clinical School Senior Manager.

I agree to pay any charges/costs associated with the execution of the stated responsibilities and obligations. In particular, I acknowledge and understand the stipulations as follows:

- Each resident (irrespective of the period of residency in the case of students undertaking non-RCS clinical blocks will pay a non-refundable accommodation service charge. This charge is a contribution to the cost of fitting out and maintaining units (including outgoings such as electricity). The charge does not defray costs that will be incurred by a resident to clean and to remedy damage (normal wear and tear excepted) to the property. In 2019, this charge is $4000.00 for new students and $2000.00 for continuing students.

- All units are fitted with air conditioning units and ceiling fans (in all rooms) Air conditioning units are expected to be used during the summer months only (1 September – 30 April) and are to be set at a temperature of 25°. The use of portable air-conditioners is therefore prohibited.

- Residents will be charged for the repair of any damage caused to the Premises and fittings where it can be demonstrated that such damage has been caused by a resident’s wilful act or negligence.

- The University will be responsible for all (broadband internet) charges within agreed download limits. Excess charges will be the responsibility of the residents.

Signature _______________________________

Date_________________

RETURN TO
Student Placement Coordinator

Email: 
Fax:
Contact details

UQRCS Operations Manager, Ms Michelle Wright
T  +61 7 4130 1904
E  Michelle.wright@uq.edu.au
W  uq.edu.au

CRICOS Provider Number 00025B