

RESIDENCE LIFE STUDENT ACCOMMODATION ACCEPTANCE FEE GUIDELINES

Section 1 - Purpose

(1) To inform students of the requirement to pay an accommodation acceptance fee and the processes for doing so.

Scope

(2) These guidelines apply to students paying the accommodation acceptance fee for accommodation at Charles Sturt during the accommodation offer process. The fees for new and continuing students are published on the [Residence Life accommodation website](#).

Section 2 – Glossary

(3) The glossary section of the [Residential Agreement](#) defines the terms used in these guidelines.

Section 3 – Document Hierarchy

(4) These guidelines support the [Residential Agreement](#) and should be read alongside the agreement. This document is made under the Facilities and Premises Policy Part B authority to establish and impose regulations for controlled areas.

Section 5 – Guidelines

(5) Purpose

These guidelines describe the requirements for paying an acceptance fee when a student accepts their accommodation offer to live on campus. The acceptance fee covers the administration costs for the offer and acceptance of rooms.

(6) First-Year Students

Payments

- a. All first-year students who accept an offer of accommodation to live on campus are required to pay an acceptance fee.
- b. The acceptance fee is non-refundable.

- c. If payment of the acceptance fee is not made within seven (7) days of receiving an offer of accommodation, Residence Life will release the room and cancel your accommodation offer.
- d. Payments are made via the [Charles Sturt University Online Shop](#) student payments website.

(7) Continuing Students

Continuing students who have accepted an offer of accommodation from Charles Sturt University are required to pay an acceptance fee.

Payments

- a. All continuing students who accept an offer of accommodation to live on campus are required to pay an acceptance fee as part of the acceptance process.
- b. The acceptance fee is non-refundable.
- c. If payment of the acceptance fee is not made within seven (7) days of receiving an offer of accommodation, Residence Life will release the room and cancel your accommodation offer.
- d. Payments are made via the [Charles Sturt University Online Shop](#) student payments website.

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Author	Associate Director, Residence Life
Enquiries Contact	Associate Director, Residence Life