

Applying to live on campus?

2024 Applications Guide

New resident applications open

**10:00am Wednesday
27 September 2023**

1



Visit the Student Living Accommodation Portal

newcastle.edu.au/accommodationportal

2



Register as a new user or login

We recommend using your student email to register, if you have one. Hotmail and Live accounts may send our emails to your junk/spam folder. Ensure you check this folder regularly.

If you have already set up a login please use this as creating more than one account may delay your application.

3



Select the 'Application' tab

4



Select your preferred contract term

Choose from Standard Stay, Single Semester and Long Stay.

5



Select your Campus of study

Newcastle – includes the Callaghan and Newcastle City campuses

Central Coast – includes Ourimbah and Gosford campuses

6



Select your Living Environment

General – standard living

Single Gender – same gender living

Lifestyle – a quieter environment to maximise your study time

7



Select up to four room preferences

If you're studying on the Central Coast, please select Blue Gum House. For Newcastle applicants, to increase options we suggest you include 'Any Offer'.

8



Pay the non-refundable application fee¹

Visa or Mastercard accepted

9



Please review your application details, then click 'Submit Application'

¹ Payment of the non-refundable application fee is required to complete the application. Only completed applications will be considered.

Frequently asked questions

Application process

How are accommodation applications processed?

In line with the University of Newcastle's Looking Ahead 2020 - 2025 Strategic Plan, our allocation process is:

1. Guaranteed accommodation in Newcastle for Indigenous students.
2. Guaranteed accommodation in Newcastle for students who receive an offer to the University of Newcastle via the Early Entry Program (new applicants only - eligibility criteria applies)
3. Prioritising students coming from a regional or remote location.

For all applicants it is really important to get your application in as soon as possible.

Establishing Status for a guaranteed accommodation offer

Aboriginal and or Torres Strait Islander students will receive a guaranteed offer of accommodation on campus upon completion of an accommodation application, including completion of the university's Establishing Status process.¹ This process is completed online through the University's Student Portal. If you cannot access the portal (for example, if you are not yet a student with us) you can access the PDF form [here](#).

You can read more about this in the [Establishing Status Policy](#). For more information on how to complete the Establishing Status process please contact PVCIIndigenous@newcastle.edu.au¹

¹ *Guaranteed accommodation refers to complete applications received by 5:00pm Wednesday 6 December, 2023. Any applications completed or received after this time will be prioritised on Callaghan campus only due to limited capacity at Ourimbah. Should accommodation applicants not wish to complete the Establishing Status process their accommodation application will be assessed in line with other applications and no guarantee applied.*

What is the Early Entry Program?

The University of Newcastle's Early Entry Program is for students completing Year 12 (Higher School Certificate or International Baccalaureate) in 2023. Early entry considers your Year 11 results so you can earn an offer to your chosen degree before you commence your exams. Eligible Early Entry Program students also receive guaranteed accommodation at Callaghan Campus.*

* Conditions apply

What if I don't meet the priority allocation criteria? What are my chances of getting on campus accommodation in 2024?

Students who do not identify with the applicant categories above still have plenty of opportunity to secure accommodation. It's important to still get your application in as soon as possible, as after priority rooms are allocated, our admissions team will filter the offer list by the time of completed application. They will allocate your accommodation offer based on your position on the offer list and matching available room types. Student Living values diversity and inclusion and supports a vibrant community through this considered allocation process.

What contracts* are available?

There are a variety of contract terms on offer, including:

- Long Stay contract 10 January - 11 December 2024
- Standard Stay contract (New Applicants) 3 February - 1 December 2024
- Semester 1 contract (New Applicants) 3 February - 30 June 2024

* All dates are subject to change

How do I apply to live on campus at Student Living?

All applications must be made by completing an online application via the [Student Living Portal](#).

How do I get a login ID and password to make an online application for accommodation?

If it is the first time you have made an application for accommodation, please go to the Student Living Portal and click on the 'Register' tab to enter your details and generate your login for future use.

What if I begin my study outside of the accommodation contract dates/University main semester dates?

Student Living accommodation terms are best suited for students taking up studies in line with the University's semester dates. Student Living will not be able to assess future room availabilities immediately, but if you let us know when you are hoping to arrive, we will endeavour to provide an update or offer suitable accommodation options three to four weeks prior to your preferred check in date.

Can anyone apply to live on campus at Student Living?

Eligibility criteria applies to those wishing to live on campus, including;

1. You must have applied to become a full or part-time student or already be enrolled at the University of Newcastle and commence your studies within 28 days of moving in.
2. Maintain a minimum enrolment load of 10 active course units throughout your occupancy.
3. If you are a domestic student you must be aged 18 or turning 18 in the calendar year in which you will live on campus.
4. If you are an International student you must be aged 18 to receive an offer.

Should I apply to Student Living if I have not received an offer to study at the University of Newcastle?

Yes, if possible. Demand for on campus accommodation is high so we encourage applications to be lodged as soon as possible, even if it means you have not yet received your University offer. You do not need to have been offered a place, or have a student number yet, to apply for accommodation.

What happens if I do not receive an offer of study and I need to cancel my accommodation?

Please contact Student Living as soon as possible to cancel your accommodation application and send through supporting documentation showing you did not receive a course offer from the University of Newcastle. Student Living will cease charging you room fees from the time of receiving your cancellation notice along with your supporting documentation. No Termination charge will be applied and unused room fees plus the Community Levy will be refundable.

What are the Terms and Conditions of living on campus?

When you accept your accommodation offer, you are bound by the Occupancy Licence Agreement and the Student Living Standards. Please click [here](#) for the most up to date relevant documents.

Can I apply to live on campus for my entire university degree?

No. Applications to live on campus are made on an annual basis.

Can I apply if I will be 17 years old at the time of move in?

Yes! If you are an Australian resident, depending on when you are turning 18, one of the following will apply:

- a) If you are turning 18 on or before 30 April 2024 you can select to live across all residences and living environments.
- b) If you are turning 18 on or after 1 May 2024 you will be allocated a room within one of our Lifestyle residences so please review options within these areas when making your accommodation application. You will be able to request a room move once you turn 18 however this will be subject to availability and room move fees apply.

Our residents that are 17 years old will be invited to attend monthly meetings with Student Living from February 2024 until you turn 18. The purpose of these meetings is to check in with you and support you through the first months living on campus.

When completing an application your parents or legal guardian will be asked to sign your accommodation agreement. If you would like your parent or legal guardian to have access to enquire about your account please complete our [Authorisation Form](#).

Please note - International Applicants must be over the age of 18 at the time of accepting an accommodation offer.

Do I have to make a separate application for the different residences?

No, you can only make ONE application with the option to nominate up to four different room preferences.

When do applications close?

Applications do not have an official closing date and we will continue to take applications until our residences are full. When we are full, we'll begin a waiting list. Some people find their study or personal options change and they may withdraw their application at various times before University starts in 2024. When this happens, we will allocate rooms to those on our waiting list.

I am only studying at the University of Newcastle for one semester, can I live on campus?

Yes you can! When applying, select the Single Semester contract option.

I deferred my study. Can I still apply to live on campus?

You must be enrolled to study (full or part time) at the University of Newcastle in 2024 to apply to live on campus. If you are deferring for 2024 please apply again at the end of that year.

The contract ends at the beginning of December. What happens for the rest of the year?

Lots of people return home at the end of the year, however we do offer a Summary Stay option for those people who wish to extend their stay on campus. See the [website](#) for more information about Summer Stay.

I have already submitted my Student Living application, can I make any changes to my personal details or preferences?

Yes, if you would like to change your preferences or any other details, please email studentliving@newcastle.edu.au
Please do not start another application as this duplication will make it more difficult to offer you a place.

Fees and charges

How much does it cost to live on campus?

You can view the 2023 room types and fees [here](#). 2024 room types and fees will be available soon, check the [website](#) for updates.

Does it cost anything to apply?

Yes, there is a non-refundable \$100 accommodation application fee.

What are the total fees and charges I need to pay to accept my offer to live on-campus?

Upon acceptance of your offer, immediate payment of the below fees is required, so please budget accordingly:

Room Deposit: equivalent to 4 weeks of room fees – refundable at the end of your contract period

Room Fees In Advance: equivalent to 2 weeks of room fees

Community Levy: Full Year and Single Semester fees to be confirmed

Please note: The Room Deposit is held against any room fee, damage or other miscellaneous charges incurred/outstanding at the end of your contract period. Your Room Deposit may also be used to offset fees you may owe to the University (e.g. library fines or tuition fees etc.). All unused Room Deposit will be refunded back to you.

Where can I live?

What accommodation does Student Living offer?

Student Living offers a diverse range of accommodation options available for undergraduates, postgraduates and students with special needs all within walking distance to class. Across our Callaghan and Ourimbah campuses you can choose from nine residences that offer a variety of living options to suit you. The residences you can choose from are:

Blue Gum House (Ourimbah)

26 self-catered ensuite rooms with shared kitchen, single bed.

Barahineban

96 self-catered, self contained studios (single/twin/couple occupancy)

Edwards Hall (Self-catered)

85 shared apartments, single room*

Edwards Hall (Main Hall)

315 single dormitory style rooms*

Evatt House

211 self-catered shared or self-contained apartments, king single bed

International House

221 self-catered, shared or self-contained apartments*

Residential Towers

North, East, South and West

Per residence: mix of self-contained studios, 1 bed, 2 bed, 5 bed or 6 bed apartments. Studios and share apartments include king single beds, one bed apartments include queen beds.

* Single bed or king single depending on apartment and/or location

How do I choose the residence that will suit me best?

It is recommended that you think carefully about how many people you want to live with, how much cooking you would like to do, what facilities you desire and what Living Environment would suit you best. It may also be beneficial to talk to past and current residents. Whilst water and electricity are included in your room fees we recommend you also consider other living expenses when determining your preferred room type as budget plays a huge role for many of our residents. You can find more information [here](#).

Can I visit Student Living before starting my application?

To book a tour visit: newcastle.edu.au/study/campus-tours. You can also visit the Student Living website to view our virtual campus room tours or check out our Youtube channel [@UniNewcastleResidents](https://www.youtube.com/@UniNewcastleResidents)

What are Living Environments and what type of Living Environments are available?

Living Environment preference refers to grouping like-minded residents together to increase resident satisfaction and support our diverse community. There are three different preferences for your selection (all subject to availability). The living environments include:

1. **General** - for residents who do not select any of the other specified living areas.
2. **Lifestyle** - for residents who wish to live in a quieter living environment with minimal alcohol consumption, while still enjoying Student Living activities.
3. **Single gender** - gender is about social and cultural identity, expression and experience. When this option is selected applicants will then be offered a further selection between male gender, female gender and those who identify outside of the male / female gender binary. Click here to see the Living Environments map.

How do you allocate where a resident selects both a Living Environment preference and a residence?

When applying, you will be asked to select your preferred Living Environment. You will then select your room preferences from the room types and locations that are available within that Living Environment. If you cannot see your preferred room type or location as an option, this is because they are not offered in that Living Environment and you will have to change either your Living Environment preference or select different room preferences.

At the time of processing your application we will check for availability in your first preference. If this is not available, we will assess your remaining preferences. E.g. if you choose Lifestyle and then Evatt House, we will seek to offer you a Lifestyle room in Evatt House. However, if all Lifestyle rooms are already allocated at Evatt, we will endeavour to offer you a Lifestyle room in your second, third or fourth residence of choice. As not all Living Environments are available within each residence, you may need to consider whether living in a particular type of Living Environment, or being in a particular residence is more important to you.

If you are flexible and happy to live across residences or room types we suggest adding 'Any Offer' as a preference as this will increase the options available to us to offer you.

Can I still live at Callaghan if I'm studying at the Newcastle City campus?

Yes you can! There is a free shuttle bus that runs between Callaghan and our Newcastle City campus every 30 minutes during peak teaching periods and a bus stop right outside Barahineban and across from North Residence.

I have a medical condition/disability, can I still live on campus?

Yes, you can. If you have a medical condition or disability, we will do our very best to support you. Ensure you tick the medical disclosure box during your application process and the team will be in touch to help you further.

What are the catering options when I live on campus?

Our catering suppliers have Halal certification and can cater for Halal, Kosher or other dietary requests. If you choose a self-catered residence, you can still opt in for a meal plan. The cost of a meal plan is additional to room fees and more information is available on the Student Living Portal

Room and Housemate Requests

Roommate Requests

If you want to share a room/bed with a friend/partner, you will both need to complete your applications and pay your non-refundable Application Fee. If you have selected a room/bed that is dual occupancy you will be asked to nominate your roommate in the application. Dual occupancy means you will be sharing a bedroom with your nominated person and is available in Barahineban or in one bedroom options in North, South, East and West residences. All other room types are single occupancy meaning you will have your own bedroom.

Housemate Requests

If you wish to nominate a person to live in a share apartment with (not sharing a bedroom) then you will be asked to provide this information after you have received and accepted an offer to live on campus. Please ensure the person you are seeking to live with has also received and accepted an offer for the same residence before submitting your request. More information regarding the housemate request process will be provided when offers have been sent.

Barahineban Twin Share

Rooms in Barahineban have the ability to cater to couples (one king bed) or twin share. If you are seeking to live with a roommate and know who you would like to live with, follow the above Roommate Request process. If you would like to live in a twin share room but do not have anyone to share with, please select the 'Barahineban – Twin Share – match me with a roommate' option. Please note we cannot guarantee that we will be able to find a suitable roommate for you so make sure you also select other room preferences.

Technical issues

My connection was unstable and logged me out. Will my entries be saved?

The portal generally auto-saves most entries. So, if you are logged out part way through completion, please try logging in again and resume your existing application. Please do not start a new application.

If you have made a mistake or changed your mind about details, contact us after you have submitted your application to make changes. Once you have a valid submitted application, any changes to it will not affect your position in the queue. However, if you make multiple applications, this will impact our ability to process your submission.

After submitting my application, I realised I made a mistake, or have changed my mind about some details. What do I do?

If you have made a mistake or changed your mind about the length of the term that you applied for we can manually fix this for you. Email studentliving@newcastle.edu.au with your full name and date of birth, as well as details on what needs to be fixed. Do not try to apply a second time as this will affect how your application is processed and may reduce your chances of receiving an offer.

Termination of your contract

Cancelling your accommodation up to 14 days prior to the contract start date –

You can cancel your accommodation at any time prior to 14 days before the contract commencement date for any reason. Student Living will refund all fees paid **except for the non-refundable application fee**. To cancel your accommodation, please email us as soon as possible at studentliving@newcastle.edu.au

Cancelling your accommodation within 14 days of the contract start date/if the contract has already commenced –

The standard termination process will apply. You will be required to give two weeks notice. A Termination fee, equivalent to four weeks of room fees will be charged. Please email us at studentliving@newcastle.edu.au immediately, so we can provide you with a Contract Termination Form, which you will need to complete and return to us promptly.

Your two week notice period will start from the day your completed form is received by us, and your Room Deposit will be used to offset this fee. The unused portion of your Community Levy will be refunded to you.

Health and Wellbeing

What support is available when I live on campus?

Student Living has a dedicated, highly-qualified Health and Wellbeing Coordinator that is here to support you. Our Health and Wellbeing Coordinator is focused on supporting you in navigating your academic life in the most successful way possible and that includes ensuring you are happy, safe and healthy.

Your Residential Mentor is your first port of call for any questions, queries and help. RMs are responsible for specific areas at each residence. They are in charge of supporting the wellbeing of the residents, assisting in the transition to independent living and providing general support. RMs are provided with extensive training across a number of different areas including First Aid, mental health, sexual consent, creating respectful environments and drug and alcohol education.

How do you keep the residences safe and secure?

Residents are protected with a 24/7 security service including regular patrols, on-call security guards, key and access card controlled doors and CCTV. For after-hours support, the After-Hours Duty Officers (AHDOS) are here to help with basics like lock-outs and emergency maintenance as well as emergency situations where you or a friend may need help. As an extension of the Student Living Support and Safety and Security teams, the AHDOS work to provide a safe and inclusive environment to ensure that after-hours support is provided to all residents.



Moving in

Move in day for standard stay contracts is Saturday 3 February 2024.

We will be in contact with further information about move in towards the end of the year.