

2021 CONTRACT TERMINATION FORM



Name:

Student Number:

Residence:

Room Number:

Departure Date (*early termination date*):

Email Address:

Please indicate your reason for terminating your Student Occupancy Licence Agreement:

Withdrawal from/deferment of University studies

Issues with living environment

Financial Strain

My program of study is complete/my course is finished

Academic results

Medical

My course is at a different campus

Other (please specify below):

Course placement

I have read, understand and agree to the following terms:

- As per Item nine (9) (Termination Fee) of the Student Occupancy Licence Agreement - Information Table and Acceptance, the termination fee amount is determined by the University at its discretion, up to a maximum of an amount equivalent to four (4) weeks Room Fee. The fees will be applied to my account and will be payable by my early termination date.
- This form must be lodged with the Student Living office at least two (2) weeks prior to the proposed contract termination date, or payment of fees in lieu will apply.
- Keys must be handed in by 10:00am on the nominated departure date.

Resident Signature:

Date:

Staff Signature:

Date:

OFFICE USE ONLY

StarRez Termination details updated

StarRez booking updated

StarRez Terminated contract term status updated

StarRez account adjusted

Scan Form (front to back) to residents file

Processed by:

Date:

**STUDENT
LIVING**

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