

## Application for Accommodation 2017

**1. Complete all sections of the Application Form on the following pages.**

**2. Attach a passport size photo to your application.**

**3. Attach 2 character references to your application.**

References from relatives will not be acceptable. One reference should be from your School Principal, class coordinator, employer or someone of similar standing who knows you well.

**4. Attach a Full Resumé (Curriculum Vitae) to your application.**

**5. Your application form must also be accompanied by a copy of your UAI (Australian Tertiary Admission Rank), or equivalent, if you are a first year student; or a copy of your latest academic transcript if you are already studying at university. Note: If you do not have your UAI when you submit this form, you may forward it later, when it becomes available.**

**6. Non-refundable Application fee of \$100 has been paid.**

a. You may post a cheque with your application. **or**

b. You may make a Direct Deposit into the St Martins College Bank Account.

Name of Account: Saint Martin's College Inc

Bank: Westpac Banking Corporation

BSB: 032-769 Account No: 556063

Please ensure that your name is part of the identifying details. **or**

c. You may phone the College Office between 8am and 4pm on weekdays and pay by credit card.

**7. You may submit your Application by:**

a. Posting it to:

St Martin's College

PO Box U1

Charles Sturt University

Wagga Wagga NSW 2678 **or**

b. Emailing it to: [smartins@csu.edu.au](mailto:smartins@csu.edu.au) **if emailing please email a jpg photo of yourself as well**

c. Bringing a printed copy with you to your interview.

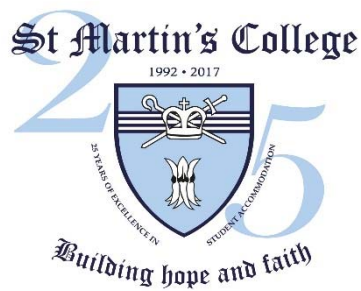
**8. You must have an interview with the Head of College. Please phone (02) 6933 4966 ASAP to make an appointment for your interview.**

Interviews are available on weekdays between 9am and 3pm on the following dates:

1<sup>st</sup> August – 9<sup>th</sup> December 2016 **or** 9<sup>th</sup> January – 10<sup>th</sup> February 2017

**No interview times are available between 10<sup>th</sup> December 2016 - 9<sup>th</sup> January 2017 (inclusive).**

**Skype or phone interviews are only available for Interstate or International Students.**



## Fee Information for 2017

### Application Fee

The Application Fee for 2017 is \$100. This is a **non-refundable** fee.

### Acceptance Fee

If your application is successful and you are offered a place in St Martin's College, you will be required to pay the following fee **before 4pm Friday 10<sup>th</sup> February 2017** to confirm your accommodation:

Orientation Week Rent    \$250

### The following fees are also payable:

Registration Fee            \$200    (Invoiced Term 1 or \$100 per session for International exchange students)  
CSU IT Network Fee        \$288    (Includes GST and is invoiced at \$144 per session for Sessions 1 and 2)

### Accommodation Fees 2017

#### **\$6825.00 per year for 35 weeks of accommodation (\$195/wk)**

You may leave all your personal items in your room during the three university breaks. At the end of the academic year you must vacate your room by 9am the day after Session 2 exams end, and you may not arrive for the new academic year until 2pm the day before Session 1 classes resume. Any additional nights you may require must be requested in writing and will be charged at the Casual Accommodation rate of \$40 per night. Additional nights of accommodation requested are not guaranteed.

*Please note that Invoices are issued four times per year. An accommodation invoice will be sent out prior to the start of each term and **payment is due at the end of the first week of each term**. Fees may be subject to change at any time. Invoices are based on the number of weeks in each of four terms so the amount will vary from term to term.*

- Accommodation offers are made to most students following the successful completion of an interview with the Head of College and if the student meets a range of selection criteria.
- Priority for accommodation is given to rural students moving away from home for the first time and to students who are identified as perhaps requiring additional support during their studies.
- Students must have their CSU Course offer before being granted accommodation in St Martin's College
- St Martin's College practices an inclusive selection process and does not discriminate on the basis of race, religion or sexuality.
- Offers are made on the basis of the order applications are received until all vacancies are filled. After that time applicants will be placed on a waiting list.



Please attach a photo of yourself

If emailing your form please email a jpg photo of yourself

## Application for Accommodation 2017

### Personal Details

Family Name \_\_\_\_\_ Given Names \_\_\_\_\_

Preferred Name \_\_\_\_\_ Nationality \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Are you an International Student? Yes  No

If **yes**, please indicate how long you will be studying at CSU Wagga \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email (*for contacting you*): \_\_\_\_\_

CSU Student ID # (*if known*): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Religious Affiliation: \_\_\_\_\_ Aboriginal / Torres Strait descent: Yes  No

Proposed Course of Study at CSU: \_\_\_\_\_

Have you had a parent or sibling attend St Martin's College? Yes  No

Their name and the year/s they attended: \_\_\_\_\_

## Family Details

Mother's (or Guardian's) Name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Phone: \_\_\_\_\_

Father's (or Guardian's) Name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Phone: \_\_\_\_\_

Siblings (names and ages): \_\_\_\_\_

\_\_\_\_\_

## Invoicing Details

*Please indicate below the name and email address of the person to whom we should send your accommodation invoice if you are offered accommodation in St Martin's College. If you will be paying your own accommodation costs just write "self" and provide your email address.*

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

\_\_\_\_\_

## Special Needs

To assist the College with providing for the needs of students selected would you please describe any chronic conditions or disabilities or medical conditions of which the College should be aware.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have any Dietary Requirements? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is there any other information we should be aware of that will assist us in offering you the best care and support during your tertiary studies? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Personal Information

*(Information supplied will be treated confidentially and will only be available to the Selection Committee and also to the Senior Students as they prepare for your arrival.)*

1. Describe the main source of income to cover your College fees and general living expenses.

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2. Are you the first in your family to attend this University? \_\_\_\_\_

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3. General Interests. Give details of your interest and involvement in the following:

Sport \_\_\_\_\_

Music / Arts \_\_\_\_\_

Hobbies \_\_\_\_\_

Leadership Roles \_\_\_\_\_

Clubs / Societies / Community / Church Groups \_\_\_\_\_

Other activities / interests \_\_\_\_\_

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\_\_\_\_\_

4. Briefly explain why you are applying for accommodation in St Martin's College.

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5. What qualities do you think you could contribute to the St Martin's College community?

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I understand that if I am admitted to the College I will abide by the conditions of occupancy outlined in the St Martin's College Handbook, and I declare that I have read the current Handbook, which can be accessed at [www.stmartinscollege.org](http://www.stmartinscollege.org)

I agree to give a copy of my academic results to the Head of St Martin's College when results are published by CSU (July & December each year).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Privacy:** Personal information collected on this form is required to assist St Martin's College in providing for the educational, social, spiritual, and medical well-being of students. The full privacy policy can be accessed at [www.stmartinscollege.org/documents/policies/privacy\\_201407.pdf](http://www.stmartinscollege.org/documents/policies/privacy_201407.pdf) Should your application be unsuccessful this information will be disposed of in a permanent and secure manner.