Welcome

Welcome to all returning and new residents!

This is the first edition of the Residents Newsletter for 2012 and it will hopefully provide you with some helpful information about living in residence, what you need to do before you arrive and where to go upon arrival.

We have scheduled a number of induction sessions for the week of the 19th – 26th of February. We strongly encourage you to sign up for an induction session – if none of the days or times suit, you will need to contact me directly to make alternate arrangements. These sessions will provide you with a tour of our residences, the dining hall – Saltz Café and Restaurant and an outline of the rules of residency - they also provide you with an opportunity to have your questions answered, to sign up for activities and events, and be introduced to our staff and the services that we offer.

Good luck for the year ahead.

Tania Harvey
Manager, Accommodation Services - Launceston
Tania.Harvey@utas.edu.au

Induction Sessions

Sunday 19th Feb 3:45 pm
Monday 20th Feb 3:45 pm
Wednesday 22nd Feb 3:45 pm
Sunday 26th Feb 3:45 pm

Meeting point is outside the entry to the AS Office in Queen Elizabeth Walk. Please email your preference for Day and Time to enquiries@accommodation.utas.edu.au
Prohibited Items:

A reminder for those that may not have read the Residency Agreement in depth:

- Plug in heaters are prohibited from use in residence. This is for a very good reason - Your Safety and that of your fellow Residents! You will be living in a communal environment and you could be putting their lives at risk as well as yours by using such items. Your room has sufficient heating already installed; however, should you need for additional heating feel free to talk to us as we can offer alternative solutions.

- Cooking items such as rice cookers, toasters, electric frying pans, kettles, sandwich presses can be used in the kitchen areas. However they are prohibited from use in your individual rooms. Again the reason should be obvious - Your Safety and that of your fellow Residents!

- Swords, bows, spear guns and the like are prohibited from being in residence, however they can be stored with us if you wish to bring them for a legitimate recreational purpose.

- Sub-woofers are banned from residence. If you are planning on bringing one with you - DON'T - unless of course you want to leave it packed up in your cupboard for the year. If it found connected in your room it will be confiscated until the end of your contract.

The above are considered violations of your Residency Agreement &/or the Rules of Residence, as such breaches could result in you being issued with a formal warning or with AS terminating your residency.

Before you arrive

Rent - You will need to pay 2 weeks rent by 1st February.
Arrival dates - please inform the office of your arrival date and estimated time of arrival. Please be aware if you arrive before the start of your contract you will be charged for the additional nights. Failure to notify us that you will be arriving early may mean that your room is not ready and you will be turned away.
Induction session - You need to sign up to attend one of the induction sessions outlined on page 1 of this newsletter. These sessions will provide you with valuable information for your stay in residence. Ignorance of the rules will not be seen as a valid excuse - If you are unable to attend any of the identified session please contact me at enquiries@accommodation.utas.edu.au to make alternative arrangements.

When you arrive

Weekdays - Please proceed to the AS Office on Queen Elizabeth Walk – on some days there will be a table outside the entrance that you can report to, otherwise proceed up the stairs to the counter.
Weekend or After Hours - Please contact the duty phone by either using the help phone located at the entrance to your residence or by phoning Leprena / Kerslake - 0417 314 724
Investigator Hall - 0417 318 091

Dining Options 2012

Accommodation Services provides a flexible and affordable meal program which allows residents to access meals at SaltZ Restaurant and SaltZ Café at extremely competitive prices. Residents must activate their UTAS Student ID Card at the office - this card becomes your meal card - the card needs to be charged (money put on it) and then it is available for use. Additional credit can be loaded on at any time and for convenience you can put money of the card before your arrive using the online payment system. Excess unused credit will be returned at the end of the year. If you’d like to pay cash for food you can also do that.

You only pay for what you eat, our ever changing menu ensures that there is an option for every taste and as the service is available 7 days a week it is convenient for those with a busy schedule.

Parking on Campus

Accommodation Services has limited parking spaces available on site at each residence. Permits will be distributed in accordance with our policy in the first 2 weeks of Semester, a permit will not guarantee you a spot near your residence - if all residential spots are occupied you will need to seek out the designated ‘free’ parking areas around campus. Ask the office for further details. Please be aware that if you park in a non designated area or fail to display the correct permit you will be subject to a fine - these fines are not distributed by Accommodation Services but by the local city council.

Internet: BigAir Community Broadband (formally AccessPlus):

To access the internet in your room you must register an account with BigAir. You can register online and make a payment using PayPal or credit card.

If you are experiencing problems and require assistance please contact BigAir on 1300 739 822
General Information for new Residents

**Tutorial Program** - Accommodation Services provides a free tutorial program to its residents. If you are experiencing difficulty in your studies you can register for assistance with the Office or see one of the RSOs. AS also facilitates a variety of study groups – register your interest with the RSOs and look out for posters advertising ‘group meetings’

**Sporting Equipment** - The RSOs have access to a range of sporting equipment that can be borrowed. Generally we can sign things out for 24 hours or over a weekend. Ask about what’s available.

**General Activities and Events** - AS provides a series of recreational and social activities and events throughout the year – a calendar of these will be available when you arrive on campus. If you have ideas about activities, events or inter residences challenges let the RSOs know and we will do our best to organise things.

**Resident Interest Groups (RIGs)** - AS facilitate a variety of interest groups – if you have a hobby or a particular interest and wish to meet others with a similar interest consider forming a RIG – AS will advertise the group for you, arrange meeting space and are able to provide some small grants to assist your group get and stay established. Conditions do apply – for further details please email me at Tania.Harvey@utas.edu.au

**Lock out fines** - You will be charged a $5.00 lock out fee everytime you require a staff member (CSO, RSO or UTAS Security) to let you into your room or into the residence. A portion of this money will be put aside for charity and later in the semester will be donated to a local charity. There will be a 2 week amnesty at the beginning of Semester before fines kick in. So – don’t forget to keep your room key/card on you at all times.

**What to Bring with you**

**Linen** – for those residing at Kerslake Hall you will need to provide linen for King Single Beds. For other locations in Launceston you will need Single Bed linen.

**Kitchen Items** – including cooking equipment, crockery and cutlery

**Cleaning**

**Cleaning - Kerslake and Investigator Hall** Accommodation Services Cleaners service the communal areas, kitchens, bathrooms and common rooms at Kerslake and Investigator Hall. They do the general cleaning but do not pick up individuals personal messes i.e. washing up, books and papers. If you leave dirty dishes in, on or around the sink the cleaners are authorised to confiscate them – you will have a chance to reclaim them before they are disposed of.

**Cleaning - Leprena** Accommodation Services Cleaners service the bathrooms in Sand W Block only. All other areas Q Block Units, S and W block kitchens, lounges and corridors are cleaned by YOU – there is a cleaning roster posted in your kitchen please ensure that you complete your duty regularly – cleaning inspections are untaken randomly each fortnight and if your duty has not been completed you will be subject to a $45 cleaning charge and the Cleaners will be brought in to complete the task.

**ALL Sites** - AS Cleaners do not service your room it is up to you to ensure that your room remains hygienic – this includes your sink. Vacuum cleaners are available for use - contact the RSOs for information about where to find them.

Your Mailing Address
The mailing address for all residences is:
Locked Bag 1367
Launceston
TAS 7250

Leprena and Kerslake
Residents mail can be collected weekdays from the mail room situated next to the AS Office.

Investigator Hall
Mail can be collected from the pigeon holes located in the IH laundry.
Disciplinary Matters

- Accommodation Services works on a system of formal warnings, if you get 3 formal warnings this may result in you being evicted from residence
- Staff will usually give you a verbal warning before issuing you with a formal - but this will depend on what behaviour/s you are exhibiting
- There are a number of behaviours that will result in you being evicted from residence - refer to the Terms and Conditions of Residence.

Quiet Hours

Quiet hours – after 8:30pm it should be quiet enough to study, after 10:30 pm it should be quiet enough to sleep. During exam times we extend quiet hours to ensure that individuals are able to study in peace and quiet. Please consider others and ensure that you monitor your own noise levels, if someone is playing music, has the TV turned up or is talking loudly please firstly ask them to adjust the volume, if this is unsuccessful please call the RSO on duty.

Alcohol in Residence

Alcohol at UTAS

UTAS has a fairly comprehensive alcohol policy – what it means to you is:

- Accommodation Services cannot accept sponsorship from any alcohol or tobacco manufacturer, supplier or distributor.
- All functions organised by Accommodation Services (including Student Club functions) must obtain the proper licensing and permits from UTAS Property Services and/or the Licensing Board of Tasmania.
- AS will not buy or subsidise alcohol purchases at any event.
- All functions must abide by all Responsible Service of Alcohol principles, provide adequate security and minimise all risks.
- In planning and holding functions we must ensure that the consumption of alcohol is a social adjunct to, and not the sole purpose of the function. Free and/or cheap drinks cannot be used as a drawcard to functions/events.
- Accommodation Services (including Student Clubs) are responsible for all actions resulting from their activities whether on or off campus, or travelling to or from campus. This is why we have clear start and finish times, provide transportation and endeavour to hold functions at already licensed premises.

At the end of the day it is up to you to have a responsible attitude towards the consumption of alcohol. Please respect the rights of others not to drink if they choose and ensure your behaviour does not endanger yourself, others or the University.

This does not mean you can’t have guests around and have a few drinks – just do so responsibly, keep your noise and your guests under control and respect others. If you are going to have a gathering, particularly if it involves non-residents you need to let the RSO or office know via email or by using the Event proposal tick sheet. (available from the RSOs)

We ask that if you are holding a gathering or are heading out on the town that you respect Quiet Hours – therefore it should be quiet enough to sleep at 10:30 pm, if you remain in residence and are disruptive you will be issued with a formal warning. This also applies on your return to residence after a night out – enter residence quietly and make all effort not to disturb those that are sleeping or studying.

Drink Responsibly and Act Responsibly.
Financial Matters

Direct Debit Dates for 2012

Rent will be debited from your bank account fortnightly on a Friday

- Before you arrive you are required to pay 2 weeks rent in advance. This covers the period 19/02/12 to 4/03/12 (14 nights). Direct debit is not available for this first rent payment.

- 02/03/12 Covers the period 04/03/12 to 18/03/12 (14 nights)
- 16/03/12 Covers the period 18/03/12 to 01/04/12 (14 nights)
- 30/03/12 Covers the period 04/04/12 to 15/04/12 (14 nights)
- 13/04/12 Covers the period 15/04/12 to 29/04/12 (14 nights)
- 27/04/12 Covers the period 29/04/12 to 13/05/12 (14 nights)
- 11/05/12 Covers the period 13/05/12 to 27/05/12 (14 nights)
- 25/05/12 Covers the period 27/05/11 to 10/06/12 (14 nights)
- 08/06/12 Covers the period 10/06/12 to 24/06/12 (14 nights)
- 22/06/12 Covers the period 24/06/12 to 08/07/12 (14 nights)
- 06/07/12 Covers the period 08/07/12 to 22/07/12 (14 nights)
- 20/07/12 Covers the period 22/07/12 to 05/08/12 (14 nights)
- 03/08/12 Covers the period 05/08/12 to 19/08/12 (14 nights)
- 17/08/12 Covers the period 19/08/12 to 02/09/12 (14 nights)
- 31/08/12 Covers the period 02/09/12 to 16/09/12 (14 nights)
- 14/09/12 Covers the period 16/09/12 to 30/09/12 (14 nights)
- 28/09/12 Covers the period 30/09/12 to 14/10/12 (14 nights)
- 12/10/12 Covers the period 14/10/12 to 28/10/12 (14 nights)
- 26/10/12 Covers the period 2/10/12 to 11/11/12 (14 nights)
- 09/11/12 Covers the period 11/11/12 to 18/11/12 (7 nights)

Direct Debit

- Direct Debit is our preferred method of payment. You can obtain a direct debit form online or at the Accommodation Services Office. If you were a resident in 2011 - please note that you are required to fill out a new direct debit form for 2012 - your 2011 one does not roll over.

Saltz Café and Restaurant

Open 7am - 8pm daily.

Residents are entitled to a discounted rate on all food and beverage items.

In order to access this discount you will need to activate your UTAS student ID card.

Card must be presented for every transaction, if you do not present your card you will be required to pay ‘regular’ prices.

We recommend that you put money on your card and recharge regularly. You can recharge at the office or via the Accommodation Services portal using BPAY or via Credit Card.

For the best priced meal in town check out our Value meal offerings at Lunch and Dinner.
Positions Vacant

Fire Wardens and First Aid Officers Needed -
Each year AS asks for volunteers to serve as building wardens and First Aid officers. A Fire Warden assists AS staff in the event of a fire by directing students to exits, checking rooms, and taking role call at the evacuation points. A First Aid officer is the first point of contact (other than RSOs) if you have sustained a minor injury, they are also on hand at all sporting and other activities. Accommodation Services will fund appropriate Training for those that volunteer, and the appropriate equipment is provided. Volunteers will also be provided with Certificates of Service, Referee reports, and some ongoing incentives for their participation.

Tutors - Accommodation Services are always looking for willing and able tutors in most subject areas. If you have a distinction average and believe that you can assist others in a particular subject, please forward your details and academic transcript to me - Tania.Harvey@utas.edu.au, OR sign up at the office. AS run several types of tutorial types.
Individual: These are paid positions $20:00 per hour and have a limit of 2 hours per week per individual.
Small Group Sessions: Accommodation Services will be running a series of scheduled small group tutorial sessions in 2012 – groups will be made up of 3-4 individuals – remuneration for these sessions includes some additional hours for preparation.
Large Group Session: We are also asking for individuals to run large group sessions for exam/ test preparation in study week. Remuneration for these sessions includes some additional hours for preparation.

To apply for any of these positions please submit an Expression of Interest by emailing a copy of your Resume with a cover letter to Tania.Harvey@utas.edu.au or post to Tania Harvey - Manager, Accommodation Services, Locked Bag 1367, Launceston, TAS 7250.

Financial Matters continued

Administration Charges
- For those that wish to pay the full year upfront, payment must be received prior to arrival in order to be eligible for the 2.5% discount.
- Those residents on contracts less than 39 weeks will be subject to a once off fee of $250 which is payable at the same time. If you have a contract of less than 39 weeks, you may find yourself evicted from residence, put into debt collection, and debarred from university (you won’t be able to access your results). Full details of our Debt policy can be found in your Residency Agreement.

Debt Management
- Accommodation Services has a debt policy – if you get behind in your rent you will receive limited reminders to pay, if you ignore these reminders and/or don't pay your outstanding account you may find yourself evicted from residence, put into debt collection, and debarred from university (you won’t be able to access your results). Full details of our Debt policy can be found in your Residency Agreement.

SPECIAL ACCOMMODATION MEMBERSHIP:

9 Months for only $420

Join the Unigym in 2012 for only $420.00* The special includes a 9 month gym membership PLUS a 10% discount voucher for your Social Sport team in Semester One, 2012.

This membership will entitle the holder to full use of the weights and cardio room PLUS access to all the classes on our fitness timetable which includes Zumba, Pilates, Les Mills favourites such as Body Pump, Body Attack, the all new extreme core workout CX30 and more!

For more information or to join with this special offer please visit your nearest Unigym Centre or visit our website www.unigym.com.au

*This offer is only valid for accommodation students on the Hobart and Launceston campuses only. Offer valid between 1.02.2012 – 29.02.2012.
RESIDENT INFORMATION

Events, Activities & Awareness Programs

Please check notice boards and read emails for further information and updates

Accommodation Services provide a range of activities and events throughout the semester - the more you participate the better your residential experience will be. Go on have a go and get involved!

Welcome BBQs

Date: Tuesday 28th February
Participants: Kerslake Hall
Venue: Kerslake Hall between P & H blocks near the “BBQ Hut”.
Time: 6:30pm

Date: Sunday 4th March
Participants: Investigator Hall
Venue: Communal BBQ Area outside block 10
Time: 6:30pm

Date: Tuesday 6th March
Participants: Leprena
Venue: Leprena Communal & BBQ area
Time: 6:30pm

Events

3rd March - Saturday Crud War Challenge
Investigator V Kerslake V Leprena
One of the best days of the year. Definitely not to be missed.

23rd – 25th March Stay on Rez Weekend

Friday 23rd – Harmony Day concert + food fair
Saturday 24th – Inter Residence Sporting Challenge Netball Cricket 20/20 AS Amazing Race
Saturday 24th – 80’s dress Disco

Sunday 25th – Sunday Brunch Cult Movie Afternoon
5:30pm Iron Guts Challenge

5th - 11th April Easter Break

Block Meetings/ Supper

Sunday 11th March – Block 4
Tuesday 13th March – S Block
Wednesday 14th March – H Block
Monday 19th March – W Block
Tuesday 20th March – Block 8
Wednesday 21st March – Q Block
Monday 26th March – Block 10
Tuesday 27th March – Block 9
Wednesday 28th March – P Block

All residents are expected to attend their block meetings. If you are unable to make it contact the AS office or speak to an RSO.

Awareness Programs

Feb & March - Homesickness
April - Drug & Alcohol Awareness
May – Exam Preparation

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Keep an eye out for Student Association / Community Friends Network Activities

They are all for your benefit and enjoyment.

Learn & Share Cooking Classes
(different cultural dishes)
Day Trips
Glass House Garden
Local Community Activities