



ACCOMMODATION APPLICATION FORM

This form is also available from the USP website address: <http://www.usp.ac.fj/halls>

SECTION A: PERSONAL DETAILS

Student ID Number:

Last Name:	First Name:	Middle Name:	Date of Birth	Gender
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	M / F

Residential Address:

<input type="text"/>
<input type="text"/>
<input type="text"/>

Telephone:	<input type="text"/>
Fax:	<input type="text"/>
Email:	<input type="text"/>

Program:	Major 1:	Major 2:	Minor:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION B: ACCOMMODATION DETAILS

Accommodation type: Single Twin 10th Hall 11th Hall Married Quarter

Source of funding: Private Sponsor _____
Sponsor's name

Are you: intending first year student? returning residential student continuing student married quarter applicant

SECTION C: FOR INTENDING FIRST YEAR STUDENTS TO COMPLETE (DEADLINE MID - JANUARY)

Important! Confirmation of a room is subject to receipt of a satisfactory medical report (see Form HOR.5A) Briefly provide your background and reason for requesting to reside in the Halls of Residence

List your hobbies / special interests

SECTION D: FOR RETURNING RESIDENTIAL STUDENTS TO COMPLETE (DEADLINE 30 NOVEMBER)

Current Halls room number: _____

How did you contribute to an atmosphere of co-operation, study and peace in the Halls this year?

What Halls activities did you participate in this year?

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SECTION E: FOR CONTINUING STUDENTS (FROM OFF CAMPUS) TO COMPLETE (DEADLINE 30 NOVEMBER)

Indicate the reasons you wish to be considered for residential accommodation

How will you contribute to an atmosphere of study, peace and community if you are provided with accommodation?

SECTION F: FOR MARRIED QUARTERS APPLICANTS TO COMPLETE (DEADLINE 31 DECEMBER)

Spouse Name: _____ Occupation: _____

Number of children accompanying you: _____ Children's names and ages: _____

Notes:

- a) You must submit a copy of your marriage certificate with your application.
- b) Due to high demand and small size of flats, Married Quarters **are not normally** offered to:
- 1) Family with secondary school aged children
 - 2) Family with 3 children or more
 - 3) Couples not legally married unless strong evidence of de facto relationship is provided.

SECTION G: DECLARATION BY APPLICANT

I hereby declare that if I am selected:

- a) I will remain in the Halls of Residence for the duration of one/two semesters
- b) If for any reason, I decide to withdraw from the Halls, it will be my responsibility to fill the vacated room or forfeit the balance of the accommodation charges to cover the remainder of semester
- c) If a room is filled then I will be subject to a 25% overhead charge and a withdrawal fee.
- d) I will obtain written approval from my sponsor before I am allowed to withdraw from the Halls of Residence (First Years Only)

Student signature: _____ Date: _____

FOR OFFICIAL USE

Decision: Approved Declined

If declined, please state reasons:

Signature: _____ *Manager, Halls of Residence* Date: _____

COMPLETED FORMS AND ENQUIRIES SHOULD BE DIRECTED TO:

Forms may be faxed or scanned and emailed.

Manager, Residential Halls
 The University of the South Pacific
 Laucala Campus
 Private Mail Bag
 Suva, Fiji Islands

Phone: (679) 323 2281
 Fax: (679) 323 1536
 Email: halls@usp.ac.fj
 Web: www.usp.ac.fj/halls

Form Updated: January 2018