

# Accommodation Booking Form

## PERSONAL DETAILS

Gender:  Male  Female  Other      Date of Birth:   
DD/MM/YYYY

Family name:

Given name(s):

Address:   
      Postcode:

Nationality:       CIT Number (if applicable):

Telephone:       Mobile:

Email:

Alternative Contact:       Telephone:

Are you a sponsored student? (*i.e. Australian Award Holder or overseas government sponsored*):  Yes  No

If yes, please indicate who your sponsor is:

## COURSE DETAILS

Course Name:       Start Date:   
DD/MM/YYYY

## ARRIVAL DETAILS

Arrival Date:       Room Check-in Date:   
DD/MM/YYYY      DD/MM/YYYY

Do you require airport pick-up?  Yes  No

**Airport Pick-up** is a service in which students are collected from the airport on arrival into Canberra. It is also available for students who choose to catch a bus from Sydney and need to be picked up from the Jolimont Centre (Bus Station) in Civic. Students are able to request a pick-up at a cost of \$150 (AUD). Airport or Jolimont Centre pick-up can be provided to any student going into residence. **It is compulsory to have airport or Jolimont Centre pick-up if your arrival is out of office hours.**

### Travel Details:

Flight Number (International)	<input type="text"/>	Arrival Time:	<input type="text"/>
Flight Number (Domestic)	<input type="text"/>	Arrival Time:	<input type="text"/>
Bus Company	<input type="text"/>	Arrival Time:	<input type="text"/>
Train Company	<input type="text"/>	Arrival Time:	<input type="text"/>

## CIT ACCOMMODATION TARIFFS (CIT Bruce Residence/Monterey Apartments)

> Bond (4 weeks rent) > Rent \$185\* per week payable one term in advance\* (self catering only)

**Please note:** Canberra Institute of Technology (CIT) does not provide linen or blankets for students. After satisfactory final inspection subject to conditions met, a full refund of bond is payable. **You must be 18 years of age or over to apply for accommodation at the CIT Bruce Residence and Monterey Apartments.**

# Fortnightly payments can be arranged.

\* All costs quoted were correct at time of printing but are subject to change. Please visit the CIT website for the latest and most up-to-date information: [cit.edu.au/accommodation](http://cit.edu.au/accommodation)

### CIT ACCOMMODATION OPTIONS

Please select your preferences for accommodation and number them **1 to 2 in order of preference**:

- CIT Bruce Residence**
- Monterey Apartments**

### BECOME A RESIDENTIAL ASSISTANT (RA)

I would like more information and an application form to become a Residential Assistant (RA)  Yes  No

A Residential Assistant (RA) is a student who lives on campus at CIT Accommodation and is appointed by the CIT Accommodation Officer. The RA represents CIT according to the Institute's accommodation guidelines. RA's offer friendship and support on issues related to the residence and ensure a healthy and safe living environment.

### FEES FOR ACCOMMODATION PLACEMENT/AIRPORT PICK-UP

- > A fee of \$150\* for International students and Domestic students will apply to your agreed first accommodation placement.
- > A fee of \$50\* will apply if you wish to change from agreed first placement to a different accommodation.
- > A fee of \$50\* will apply if you are extending your placement.
- > A fee of \$150\* will apply if you wish to be collected from the airport on arrival.

### EMERGENCY CONTACT DETAILS

In case of emergency please provide details of a family member/next of kin/guardian.

Gender:  Male  Female  Other      Date of Birth:   
DD/MM/YYYY

Family name:

Given name(s):

Telephone: (Australian)       Telephone: (International)

Email:

### BOOKING CONFIRMATION

If your application for accommodation is successful, CIT will send you an email to confirm your booking. When you receive your letter of confirmation you will be required to pay the non-refundable accommodation placement fee to secure your chosen accommodation. Prior to your key being issued you will be required to pay your rent/bond in advance according to your student accommodation agreement.

### SEND YOUR COMPLETED BOOKING FORM TO CANBERRA INSTITUTE OF TECHNOLOGY

CITSA – CIT Accommodation Service, GPO Box 826, Canberra ACT 2601, Australia

**Phone:** +61 2 6207 4661    **Email:** CITStudentAccommodation@cit.edu.au

*No fee payments are required with this booking form.*

### DECLARATION

I certify that the information provided on this form and attachments is true and correct and understand that, if I am accepted for an accommodation placement at CIT:

- > I will allow the CIT Accommodation Officer to provide information related to my accommodation application and placement to my parents, guardians, agent or scholarship provider if required. In the case of an emergency, contact will be made with the above as required.
- > It is my responsibility to cover all costs for my CIT student accommodation rental.
- > It is my responsibility to obtain and supply a current coloured passport size photo.

I have read, understood and agree to abide by all the necessary accommodation requirements on this form, upon acceptance of an accommodation placement at CIT.

Signature of Applicant DD/MM/YYYY

*(If the applicant is under 18 years of age, the signature of the parent, or guardian is required and needs to be specified)*

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