St Andrew’s College
Established 1867

Handbook 2023
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Welcome from the Principal

Welcome to St Andrew’s College.

St Andrew’s is a welcoming and inclusive community. We are proud to support and celebrate inclusiveness and diversity, and cherish respectful relationships between equals.

The $2 million awarded each year by St Andrew’s College in bursaries, scholarships and prizes, including those that provide support on a means-tested basis, means we can welcome exceptional young people with talent and potential, regardless of their economic circumstances. A gender mix in College is crucial, and our long-standing commitment to those from rural, regional and remote areas helps to shape our diverse culture. The expanded non-residential program also allows a wider cohort of students to contribute to the richness of the St Andrew’s experience.

The friendships that form here become ties that bind us for life, and help to form a valued and enduring community of Androvians. That sense of belonging, of making lifelong bonds in this community where friendship and fun are never far away, is a recurring theme for both our current students and our alumni.

Each year we celebrate those Androvians who appear on the University Honour Roll, including University medallists, those who have been awarded first and second class honours and recipients of academic merit prizes and awards. The many students who continually achieve High Distinction and Distinction averages are to be commended, and our diverse talent is demonstrated across a broad range of academic study and disciplines.

At St Andrew’s, we have always been – and will remain – committed to providing students with educational opportunities that enrich their lives. Each year the College offers a multi-layered, comprehensive Education & Student Life program, designed to support our students to achieve their goals. This includes academic support tutorials, mentoring sessions, professional development seminars, courses, and other programs which provide our students with the capacity to think critically and solve some of the big problems facing society.

We are also committed to educating beyond our campus, and have been delighted to see the impact of our online Pre-Tertiary Mentoring Program, where our students provide academic and pastoral support to rural, regional and remote Australians completing the HSC.

St Andrew’s students are also high achievers on the sporting field and in the creative arts – last year we won all four Intercol Cups, yet again. In fact, we are the only College to have won the University Cup since its introduction in 2012. We have won the Rawson Cup (for male sport) and the Rosebowl (female sport) more years than all the other colleges combined. In the creative arts arena, we have been awarded the Palladian Cup many more times than any other College.
You may wonder what we look for when selecting students to join us at St Andrew’s. Firstly, an ability to thrive and succeed in the context of the University’s academic expectations is of great importance. We also look for those with leadership capabilities or potential, to lead in their chosen field, as so many Androvians have done before them. Students who have expertise or an interest in contributing to an extracurricular domain are also highly regarded, whether that is in sport, music, performing arts or simply the social environment.

St Andrew’s seeks to educate, challenge and develop each of our students to lead lives of contribution and meaning.

Our College anticipates an exciting, progressive year ahead, and I look forward to sharing all of our news and updates with our extended St Andrew’s community.

Please contact us if you have any questions.

Warmest regards,

Rob Leach
St Andrew’s College Principal
The St Andrew’s Difference

There are a few attributes that make St Andrew’s College particularly distinctive:

Culture of Leadership & Excellence
Our College has offered the world many extraordinary leaders and great minds, including Australia’s only President of the UN General Assembly (Doc Evatt), the designer of the Sydney Harbor Bridge (John Bradfield) and 9 Wallabies (rugby union) Captains. Our commitment to excellence underpins everything we do. It explains why we have won each of the four intercollegiate cups more times than any other college, why we require all students to achieve at least a credit average in their degrees, and why our students exceed the University of Sydney average mark by more than 10 marks.

Commitment to Student-Centred Responsibility
At St Andrew’s College, we “prepare the student for the road, not the road for the student”. Though we certainly have fences, we set them wide where possible. In practice, this means trusting students with a range of responsibilities, including the independent management of the student leadership team. Our Students’ Club, a self-governing student organisation within the College, embodies these ideas. The Club is trusted with many disciplinary responsibilities consistent with the maintenance of a values-based community and manages its own financial affairs, with a turnover of up to $500,000 per year. Many elements of our Education & Student Life program are run through the Students’ Club.

Comprehensive Range of Programs, Events, Societies and Other Activities
St Andrew’s College offers one of the most expansive student programs in the world. There is always something for students to participate in.

Scholarships
Andrew’s offers the most scholarships per capita in the country: $2 million in 2023. We award six types of scholarships from modest amounts up to full-fee relief.

Scottish Heritage
St Andrew’s College has a deep connection to the Scottish Enlightenment. Many of the foundational values and principles fostered by the College are derived from Enlightenment texts. These values and principles include challenging authority that refuses to explain itself, actively pursuing human progress, and using reason – not superstition – to solve problems. Our Scottish heritage manifests in more than intellectual life. From the tartan hanging in the Dining Hall to the presence of bagpipes at sporting events and formal occasions, the College’s Scottish heritage is ever-present.
College Members

Principal
Dr R Leach  
BA (Hons), MA, PhD

Vice Principal & Secretary to the Council
Mr I Smith  
CA BBus (Acc) LLB

Chaplain
The Reverend Dr G H Clayton  
OAM BA MA DMin AIMM JP

The Council of St Andrew’s College
Ms S F H Kovic (Chair)  
BEng (Civil) BCom
Dr R Leach (Principal)  
BA (Hons), MA, PhD
Mr I M Jackman  
SC, MA, BCL
Reverend C Nixon  
B Bus, B Th (Hons)
Mr C Blair  
B Eng (Civil), MBA
Ms A Mostyn  
GAICD, CAHRI, Grad Cert HRM
Mrs K Harper  
BA/LLB, LLM, GAICD
Ms L Ronald  
BA Media & Communications
Mr S Niven  
BA, Dip Law
Reverend Dr R Clarke  
B.Soc Sci (Hons); M.Education; B.Theology; PhD
Reverend T Wall  
Mr J Hoffmann  
B.Com, CA, DipFP

Visitor
The Chancellor of the University of Sydney
**Academic Committee**
Dr D Tyler
Mr G De Souza
Dr J Chin
Ms K Button
Ms J Chawpradith

Students' Club Representative (TBH)

**Senior Executive Committee**
Dr R Leach
Mr I Smith
Ms B Dixon
Dr D Tyler
Ms H Atwell

Director Student Life (TBC)

**Honorary Fellows**
Mr W J Erickson  
*MBA GradDipLegStud DipPE GradCertMnt FAIM JP, College Fellow*

Mr K J Rennie  
*AM, FCA, Secretary to the Council 1980 – 1987*

Emeritus Professor C D Blake  
*AO, formerly Vice Chancellor Charles Sturt, University (1990-2001) and The University of Adelaide (2001-2002).*

Mr L J Moore  
*LLB, sometime Law Agent of the General Assembly of Australia*

The Reverend Dr H C Cairns  
*MA BD PhD, Principal and Councillor 1975 – 1987*

The Reverend Dr Campbell  
*Egan OAM RFD, BA BD TheoM DMin, Councillor 1982 – 1984,*

Dr P M Elliott  
*AM, MB BS MD DGO FRCOG FACOG FRACOG FSLCOG FAOFOG FKSOG CGO, Councillor 1973 – 1984*
The Reverend Dr G R Fullerton  
*AM, BA DMin, Councillor 1984 – 1992*

Mr S F Higgs  
*BEc, Councillor 1982 – 1995*

Mr B H R Neil  
*BE, Councillor 1983 – 1990*

The Reverend Dr C J Paton  
*BA BD LTh DMin, Principal and Councillor 1988 – 1991*

Mr J B Reid  
*AO, LLB, Councillor 1965 – 1972*

Mr D I Cassidy  
*QC LLM, Councillor 1971 – 1997*

Mr I R L Harper  
*AM, BA LLB, Councillor 1972 – 1997*

The Reverend N A C Ericksson  
*JP, ADSW DipTh AIRT MAIW, Councillor 1992 – 1997*

The Reverend R A MacArthur  
*BA, Councillor 1957 – 1978*

Dr H E C Taylor  
*MB BS, Councillor 1976 – 1998*

The Reverend D F Murray  
*BA, Councillor 1979 – 1999*

Emeritus Professor M M Bryden  
*BVSc PhD DScVM DSc FAIBiol, 1988, Dame Leonie, Kramer AC DBE, Chancellor, University of Sydney 1991 – 2001*

Mr L A W Mactier  
*BScAgr MAgDevEc, Councillor 1997 – 2001*

Mr D S Nicol  
*MA EdB(Dip), Councillor 1995 – 2001*

Professor R F Croucher  
*BA LLB PhD AMusA FRSA FACLM(Hon), Councillor 1999 – 2002*

Mr A D M Murray  
*BSc BE MBA, Councillor 1984 – 2002*

Dr M Beesley  
*MB BS DTM&H DIH DPM DipCrim FRANZCP, Cdr R O Shellard, JP FCMI FAIM MNI RN, Secretary to the Council 1988 – 2004*

Mr M Townley  
*BE MPS*

Emeritus Professor S W White  
*AM, MB BS MD FRACS, Councillor 1998 – 2005*

Ms F T Reid  
*Councillor 2002 – 2007*

Mr P J Plaskitt  
*BEc DipBusAdmin, Councillor 1998 – 2007*
Mr A J Taylor  
*BEc LLB MPhilEc, Councillor 2000 – 2007*

Dr W L Porges  
*BVSc HDA PhD DipEd(Tertiary) MRCVS*

The Reverend Dr G H Clayton  
*OAM, JP BA MA DMin AIMM Councillor 2001 – 2009*

Mr G L A Cohen  
*BCom LLB FCPA Councillor 2002 – 2011*

Associate Professor J J Gordon  
*MB BS BA PhD MPychMed FRACGP FACPM Councillor 2002 – 2010*

The Reverend Dr R G McKinnon  
*BA BD DipRE MSc PhD GDipFinPlan Councillor 1997 – 2009*

Mr C P Davidson  
*OAM Councillor 2002 – 2010*

Mr R A Dougan  
*BA CMC MIMCA Councillor 1997 – 2010*

Dr R Porges  
*BA, Dipl.Lang.Studies, PhD 2012, 2012*

Mr G Carabetta  
*2012*

Her Excellency Professor The Honourable M Bashir  
*2013*

Dr R R I Harper  
*SC BA LLB PhD Councillor 2005 – 2014*

Reverend M E Pearson  
*MA BTh Hons, Cert Ed Councillor 2006 – 2014*

Mrs J E Fagan  
*Councillor 2007 – 2015*

Mr T Yim  
*LLB Councillor 2010 – 2015*

Mr N J Palethorpe  
*BSc MBA Councillor 2007 – 2015*

Mr S L Niven  
*BA DipLaw GDip PLT Councillor 2007-2016*

The Reverend E Farmer  
*BTh MTh Councillor 2010-2019*

Ms M Mackenzie  
*BA MBA MAICD Councillor 2011-2019*

Mr C Hanan  
*BEc EMBA FRICS FAPI Councillor 2015-2020*

Ms E Howse  
*Dean of Students 2011-2013 Senior Tutor 2014-2020*

Mr A Wright  
*B Arts (Hon I) M Phil*

Mr C Taylor  
*Chair of Council 2014 – 2022*
Mr A Murray AM  
Councillor 1984 – 22002, Chair of Council 1999 – 2002
Dr S Penicka-Smith  
BA / BMus (Hons), PhD
Mr N Ryan  
B.Ed.
Ms D Maher
Dr E D G McIntosh  
AM MB BS MPH LLM PhD DCH(Lond)
DRCOG(Lond) DipPharmMed FRSTMH
FAFPHM(RACP) FRACP FRCP&CH FFPM(RCP)
AMusA, Honorary Clinical Senior Lecturer Faculty of Medicine, Imperial College, Honorary Professor
Russian Academy of Medical Science, College Fellow
Honorary Associate Professor R S Armstrong  
MSc PhD MRACI CChem, Faculty of Science, University of Sydney, College Fellow
Professor D R Fraser  
BVSc PhD(Camb), Faculty of Veterinary Science, University of Sydney, College Fellow
Emeritus Professor J W Longworth  
HDA BSc(Agr) PhD, Consultant to the Department of Agricultural Economics, University of Queensland, College Fellow, Dr T W Beed, BA PhD MMRSA AIMM, Former Vice Principal, St Andrew’s College, College Fellow
Mr J D Sergeant  
BSc BA(Hons 1) FMRS QPMR MAICD, College Fellow

Honorary Positions
Senior Tutor  
9565 7300; seniortutor@standrewscollege.edu.au
Chaplain  
Rev Dr Gareth Clayton OAM  
9565 7399; ghc_clayton@bigpond.com
Head of Creative Arts  
Ms Emily-Rose Sarkova  
9565 7300; music@standrewscollege.edu.au
Head of Sport  
Mr Nick Ryan  
9565 7300; n.ryan@sport.usyd.edu.au;
Administration

Principal
Dr Rob Leach 9565 7300 principal@standrewscollege.edu.au

Executive Assistant to the Principal
Ms Amber Bowmer 9565 7300 principalassist@standrewscollege.edu.au

Vice Principal & Secretary to the Council
Mr Ian Smith 9565 7565 viceprincipal@standrewscollege.edu.au

Marketing & Communications Manager
Ms Daniela Milanesi 95657313 communications.manager@standrewscollege.edu.au

Marketing & Communications Officer
Ms Mycarla Wilson 9565 7307 communications@standrewscollege.edu.au

Registrar
Ms Jip Chawpradith 9565 7301 registrar@standrewscollege.edu.au

Executive Assistant to the Vice Principal
Ms Tracy Low 9565 7304 secretary@standrewscollege.edu.au

Director of Operations
Ms Bonnie Dixon 9565 7330 operations@standrewscollege.edu.au

Business Manager
Ms Lisa Zaman 9565 7332 businessmanager@standrewscollege.edu.au

Facilities Officer
Ms Katelyn Fawbert 9565 7317 facilities@standrewscollege.edu.au

Night Hawks
Mr Nathan Lange 0434 602 994 nighthawk@standrewscollege.edu.au

Food & Beverage Manager
Mr Robert Harper 9565 7502 catering@standrewscollege.edu.au

Housekeeping Manager
Ms Meleane Taufa 9565 7503 housekeeping@standrewscollege.edu.au

Works Manager
Mr Bill Wallis 9565 7306 works@standrewscollege.edu.au

Assistant Bursar
Ms Ursula Botros 9565 7501 accounts@standrewscollege.edu.au
Payroll & Accounts Payable
Ms Lisa Zullo 9565 7854 accountsassist@standrewscollege.edu.au

Conferences & Events Officer
Ms Yulia Alder 9565 7587 conferences@standrewscollege.edu.au

Student Life Director
TBH 9565 7300

Student Life Manager
Ms Tessa Bruin 9565 7329 student.life.manager@standrewscollege.edu.au

Student Life Coordinator
Mr Hyam Cacerez 9565 7339 student.life.officer@standrewscollege.edu.au

Dean of Student Wellbeing
Ms Fouz Fatima 9565 7399 studentwellbeing@standrewscollege.edu.au

Head of Creative Arts
Ms Emily-Rose Sarkova 9565 7300 music@standrewscollege.edu.au

Director of Education
Dr Daniel Tyler 9565 7331 director.ed@standrewscollege.edu.au

Education Manager
Mr Gary De Souza 9565 7311 education.manager@standrewscollege.edu.au

Education Officer
Ms Kameka Button 9565 7326 education.officer@standrewscollege.edu.au

Director of Advancement & Secretary to SAC Foundation
Ms Hannah Atwell 9565 7303 advancement@standrewscollege.edu.au

Alumni & Community Engagement Officer
Ms Marlies Hopman 9565 7302 alumni@standrewscollege.edu.au

Advancement Officer
TBH 9565 7348 advancedservices@standrewscollege.edu.au

Advancement Services Officer
TBH

Archivist
Ms Tracy Bradford 9565 7314 archives@standrewscollege.edu.au
Foundation Board of Management
Mr Niall Cairns, Chairman (Fr 1981)
Mr Andrew Murray, Deputy Chairman (Fr 1961)
Mr Charlie Taylor, Deputy Chairman (Fr 1982)
Mr Russell Bye (Fr 1973)
Mr Randall Powell (Fr 1973)
Mr Mitchell Taylor (Fr 2008)
Mr Robert Stitt (Fr 1959)
Mr Rob Leach, Principal
Mr Ian Smith, Vice Principal & Secretary to the Council
Ms Hannah Atwell, Secretary to the Foundation
Mr Alex Rhydderch, President, SACAS (Fr 1994)

St Andrew's College Alumni Society
President
Mr Alex Rhydderch (Fr 1994)

Vice President
Mr Cameron Ireland (Fr 1995)

Treasurer
Mr Jeremy Hoffman (Fr 2003)

Secretary
Mr Simon Ward (Fr 1994)

Committee
Mr Andrew Huckel (Fr 1991)
Mr Donald Nicol (Fr 1984)
Mr Simon Ward (Fr 1994)
Ms Georgie Quigley (Fr 2012)
Mr Thomas Coolican (Fr 2008)
Ms Emma German (Fr 2006)
Mr Simon Carson (Fr 1994)
Mr Jhoshan Jothilingam (Fr 2002)
Mr Angus Pulver (Fr 2013)
The St Andrew's College Alumni Society was formed in 1946 and has amongst its objects the following:

- to promote the general welfare of St Andrew's College;
- to institute and promote College fellowships and scholarships;
- to promote reunions amongst the members of the Society;
- to sustain and strengthen the connection between the College and the Society;
- to promote unity and good fellowship amongst the members of the Society;
- to act as a custodian of the traditions and standards of St Andrew's College; and to promote the involvement of the members of the Society in College affairs.
- to promote the involvement of the members of the Society in College affairs.

On leaving College part of a student's Caution Money is applied to provide 10-year Membership of the Alumni Society.

The Society holds an Annual Golf Day and black tie Gala style reunion dinner in College in November each year, whilst also managing and providing funds for a number of scholarships for the benefit of students.

For more information, please contact the Advancement department on: advancement@standrewscollege.edu.au or 02 9565 7303
St Andrew’s College
Foundation Trust

The St Andrew's College Foundation Trust is a non-profit Trust, established by the College Council in 1985 to build a corpus of assets, the income from which will be used to ensure that St Andrew's College survives proud and independent through its second century and beyond.

Individuals, family groups, companies and organisations may join the Foundation by making a gift of not less than the amount appropriate to the desired classification of membership.

Gifts may take one or more of the following forms:

- a gift of cash or immediately realisable assets (which may be immediate or spread over five (5) years);
- notification of an intended bequest; property left in a bequest will be capital gains tax exempt;
- a deferred gift of real or personal property with the retention of a life interest;
- assignment of a right of income, usually for seven (7) years or more;
- a transfer of debentures, life insurance policies, works of art, etc.

Associate Memberships, designed as an attractive way for students to start contributing for the long term benefit of the College, are also available with a small contribution in the first five years and a covenant to attain full membership on completion of the initial non-statutory membership period. Call in to the Advancement Office for details.

Property values at over $5,000 will be deductible regardless of when it was purchased or acquired. Gifts of cash, and of property, (which has been purchased by the taxpayer within twelve (12) months immediately preceding the making of the gift), will be tax deductible under Section 78(1)(a) of the Income Tax Assessment Act.

For further information and the prescribed application form contact the Director of Advancement, Hannah Atwell on 9565 7302 or advancement@standrewscollege.edu.au.

On leaving, and after all deductions have been made, students donate a component of their Caution Money to the Foundation. In that way they can make a useful contribution to the future of College and assist those who follow as students at St Andrew’s. It will also be a first step towards membership.

Electoral Roll

A graduate’s name may be entered on the Electoral Roll as a Graduate Member on application. A graduate member on the Electoral Roll can then vote in any future elections for Councillors (see By Laws). Please contact the Vice Principal and Secretary to the Council, Mr Ian Smith on 9565 7565 or viceprincipal@standrewscollege.edu.au for information about the Electoral Roll.

Alternations & Variations

The Council reserves the right to change any of the rates or conditions at any time. Any suggestions, amendments or corrections should be directed to the Vice Principal, Mr Ian Smith.
Students’ Club

The Students’ Club, which was formed in 1906 and to which members of College must belong unless they have been invited and have joined the Senior Common Room, is an incorporated body governed by its own constitution.

The Students’ Club is a co-operative body of members who work together to create a diverse ‘college life’ incorporating social events, College Formal, Charity Functions, Card Nights, Fishing Trip, etc., cultural aspects, Drama, Debating, Photography, Music, Chess, etc. and sporting pursuits including the Intercollegiate Rawson Cup and Rosebowl Competitions and social sports such as Golf, Snooker and Darts.

The activities of the Students’ Club are overseen by the elected members of the House Committee. Members of the House Committee are each responsible for a portfolio of Students’ Club activities and have relevant sub-committees reporting to them. Sub-committees are groups of students who work together to organise an event or service for all other students to participate. All members are expected to contribute in some way to the life of the College and reap a rich experience in return.

The Student Body is represented at Council and other College meetings by the Senior Student (the elected Students’ Club President) who attends on their behalf conveying a Students’ Club voice in the running of College and maintaining a tradition of co-operative self-management by the Student Body.

Students’ Club levies are set and collected by the students. Membership is a condition of continued residence in College.

In 2023 the cost of membership will be $595 for Fresher subscriptions, and $484 for all Returner Subscriptions, both residential and non-residential, excluding the ‘Welcome Week’ levy of $200 for first year students and $135 for Student Leaders.

All funds are used to support the diverse activities and functions which the Club hosts throughout the year, as well as for the provision of some basic services such as daily newspapers, Foxtel and maintenance of student owned facilities. Formal tickets at $145 may be purchased in advance from the start of the academic year. The Drew’s Jersey is also available to purchase at $85.

Pastoral Care Leaders

Pastoral Care Leaders may be appointed by the Principal or his delegate and shall be responsible to the Principal for providing pastoral care to residents. Pastoral Leaders are residential student members of College who are strongly engaged with the student community. They can help with various enquiries and all enquiries will be dealt with sensitively, confidentially and respectfully. We also have a dedicated Non-residential Liaison to support our non-residential members.
Applications for 2024

St Andrew’s College closing date for applications is the 31st December 2023. However, it is wise to apply during May, June, July and August to avoid disappointment.

In recent years’ applications received after Christmas were not processed due to the large number of strong applications received during the previous six months. Due to this we are unable to guarantee all applicants an interview. You will receive an email from the college if your application is unsuccessful. It is anticipated this will continue to be the practice.
College Policies

No Smoking Policy
St Andrew’s College is a non-smoking precinct. Smoking anywhere in College will result in a fine of $300 levied on the Students’ Club, which will be passed on to the individual.

For a full copy of the Alcohol, Smoking, Medications and Other Drugs College policy, please refer to this link.

Policy Portal
Please refer to College Policies & Procedures for code of conduct, policy documents and respectful relationships factsheets.
College Life
Dining Hall

Meals
The serving of meals will be completed by the designated times below during semester:

**Breakfast**
Monday to Friday 7:00 am to 9:00 am  
Saturday & Sunday 7:30 am to 9:00 am

**Morning Tea** 9:00 am to 10:30 am

**Lunch**
Monday to Sunday 12:00 noon to 1:30 pm

**Afternoon Tea** 2:00 pm to 4:00 pm

**Formal Dinner** 6:45 pm to approx. 7:15 pm (Mondays only)
Dinners are of a formal nature and compulsory. Visiting guests often attend.

**Informal Dinner**
Tuesday to Friday 6:00 pm to 8:00 pm  
Saturday & Sunday 6:00 pm to 7:30 pm
Wine may be taken into the Dining Hall for consumption at Lunch or Dinner. Arrangements can be made with the kitchen for wine glasses to be available. Wine must be in bottles – cardboard casks are not permitted.

**Formal Dinner Attire**
Dress rules are enforced by the Students’ Club and include the following minimum standards of attire at Formal Dinners:
- Women – skirt and blouse, dress pants or dress
- Men – suit or jacket with slacks or kilt together with collar and tie
- Jeans, sneakers, tennis shoes, gym shoes and the like are unacceptable.

Academic gowns are compulsory. Residents are expected to participate in all Formal Dinners unless academic, sport or work commitments preclude attendance. Academic gowns can be purchased through the Students’ Club. The cost in 2023 will be $135 per gown.

**Late Meals (Formal dinner only)**
If academic or sporting events prevent you from attending the Formal Dinner evening meal, late meals can be pre-ordered if you make a request via the Student Intranet before 1:00 pm the day of.
**Formal Dinner Apologies**
If you are unable to attend a Formal Dinner due to work commitments or Sporting events you must submit an apology by 12:00pm noon on the Monday to Amber (Executive Assistant to the Principal) in writing.

**Removal of Glass or Dinnerware**
Glass, cutlery, crockery or other kitchen equipment is not to be removed from the Dining Hall. These items are expensive to replace and a fine of $50 will be imposed per breach to the individual or the Students' Club will be charged. Disposable items are to be placed in waste bins and not to be randomly discarded around the College.

**Guests**
Guests at meals are welcome at all times. You are asked to sign for your guest in the book provided in the Dining Hall Servery. There is no charge for one guest at Formal Dinner; second and subsequent guests at each meal are charged at the following rates:

<table>
<thead>
<tr>
<th>Meal</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$15.00</td>
</tr>
<tr>
<td>Lunch</td>
<td>$20.00</td>
</tr>
<tr>
<td>Formal Dinner</td>
<td>$20.00 for second and subsequent guests</td>
</tr>
<tr>
<td>Informal Dinner</td>
<td>$20.00</td>
</tr>
</tbody>
</table>
Rooms

Housemaids provide residents with a cleaning service weekly during semester. Fresh bed linen is supplied every week into the rooms, however blankets and towels are not supplied. It is the student's responsibility to make his/her own bed and students are expected to keep their rooms in a tidy and hygienic condition to allow Housemaids access and the mutual respect of the community.

Residents will be charged for any damage to their room or common areas. Pin boards are provided in rooms for personal use. Nothing is to be taped, glued or tacked to the walls, doors or furniture as this causes damage. No repair work, painting or any similar activity is to be undertaken by the occupant.

Friends are welcome to visit (unless specifically excluded) and no one has the right to enter a student room without permission, except College staff for the purposes of cleaning, inspection or maintenance. For your own safety, doors and accessible windows should be kept locked at all times when not occupying the room.

**College insurance does not cover the loss of personal items.**

Furniture

All rooms are equipped at the commencement of the year with a bed, mattress, desk chair, desk, and tidy bin. These items are the personal responsibility of the student allocated that room. All lost or misplaced furniture is chargeable. A room check is made at the end of the academic year and all College furniture originally supplied must be in place on departure. Any College furniture removed or replaced by students' personal items must be re-instated to the room upon departure, or a charge will apply.

Students are expected to provide their own personal needs and comforts such as desk lights, shaving or make-up mirrors, blower heaters, fridges, etc. (Bar heaters are strictly prohibited, and will be confiscated by staff).

Fridges must be installed on a protective surface that will be provided by the College upon request. See Katelyn Fawbert at Reception.

Any electrical appliances brought in by students must be submitted to the College Maintenance workshop for an electrical safety compliance check. Only power boards which comply with minimum standards are permitted.

Hallways

Hallways should be kept clear at all time, as they are the evacuation route during an emergency. Students are expected to keep all personal items inside their bedrooms, including posters, shoes, drying racks and couches. Fines will apply for any breach of safety and the items will be collected and disposed of. For more information about Safety, please refer to the Security and Safety page.
All furniture, appliances and personal effects brought into College must be removed at the time of departure or a removal fee of $100 per item will apply. In addition, a $100 cleaning fee will apply to any room left in an unacceptable condition. Approximate Room Check Charges for damages or lost furniture are as follows:

### Room Check Charges

<table>
<thead>
<tr>
<th>Item</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Desk</td>
<td>$360</td>
</tr>
<tr>
<td>Desk Chair</td>
<td>$210</td>
</tr>
<tr>
<td>Door Closer Detached / Damaged</td>
<td>$100</td>
</tr>
<tr>
<td>Double Bed</td>
<td>$600</td>
</tr>
<tr>
<td>Double Mattress</td>
<td>$572</td>
</tr>
<tr>
<td>Flyscreen Replacement / Repair</td>
<td>$135</td>
</tr>
<tr>
<td>Fridge Removal</td>
<td>$100</td>
</tr>
<tr>
<td>Graffiti</td>
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</tr>
<tr>
<td>Lounge Removal</td>
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<tr>
<td>Mattress Disposal</td>
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<tr>
<td>Mattress Professional Clean</td>
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<tr>
<td>Paint Chip Repairs</td>
<td>$50</td>
</tr>
<tr>
<td>Single Bed</td>
<td>$330</td>
</tr>
<tr>
<td>Single Mattress</td>
<td>$219</td>
</tr>
<tr>
<td>Single Bed</td>
<td>$330</td>
</tr>
<tr>
<td>Single Mattress</td>
<td>$219</td>
</tr>
<tr>
<td>Sticker Removal &amp; Repair</td>
<td>$50</td>
</tr>
<tr>
<td>Tidy Bin</td>
<td>$6</td>
</tr>
<tr>
<td>Wall Hook Removal &amp; Repair</td>
<td>$50</td>
</tr>
<tr>
<td>Whiteboard Removal &amp; Repair</td>
<td>$50</td>
</tr>
</tbody>
</table>

Charges for misplaced items are levied at up to 50% of the value of the piece on both the loser and the illegal possessor.

### Room Allocation

Allocation of bedrooms is the responsibility of the Principal, who may elect to delegate such responsibility for allocation of some or all of these rooms to the Students’ Club Honorary Secretary. In accordance with this delegation, the Students’ Club Room Draw is to be with the Principal for confirmation by 1st February, 2023.

Once the Room Draw is finalised, room changes are not permitted without the Principal’s authority and will incur a $300 service fee to both parties involved.

### Room Inventory

You will receive an email with the portal log in details to assist in completing the online room inventory check within 2 weeks of arriving at College. This is to ensure you are not incorrectly charged upon your departure.

### Insurance

Students are strongly advised to seek insurance cover for their private possessions as the College accepts no responsibility whatsoever for students’ possessions lost, damaged or stolen at any time and in any part of the College or in activities associated with the College. Personal effects insurances tailored for University students are available on the insurance market.
Common Rooms

The Dining Hall, Chapel, Junior Common Room, Main Library, Law Library, Spann Library, Carol Raffan Room and The Kenyon Common Room are available for common use, and occasional bookings by request. Residents are required to keep the spaces presentable and tidy the room after usage. Music Rehearsal Rooms are also available.

Common Area Cleanliness

Common areas are also provided throughout the College for shared use. The cleanliness of these areas are the collective responsibility of the residents and food and other material must not be left lying around as this attracts the unwelcome attention of rodents and pests.

Tutorial and Study Rooms

There are Tutorial and Study Rooms available for the use of all students in College. The Main Library, Davidson Law Library, Spann Library, Carol Raffan Room, JCR Tutorial Room and the David Kenyon Common Room & Tutorial Rooms are available for study and tutorials, as well as meeting spaces. The Chapel is available for quiet reflection and the practice of music between 10am and 10pm on weekdays and weekends. There are pianos available for your use in the Chapel, Reading Room, Carol Raffan Room, Gillespie Hall and an acoustically secure music rehearsal room. Please treat these rooms and facilities with respect and leave them in a tidy state. No smoking, no eating and no drinking rules apply in all these rooms.

The use of all rooms is subject to availability. Students are able to check administration room bookings in the weekly Wittins publication as well as the notice board at the entrance to the Dining Hall. Booking requests can be submitted to the Conferences & Events Officer Ms Yulia Alder at the General Office.
Facilities

Gymnasium and Bike Storage
These areas are available for residents use during the semester time. Residents are responsible for keeping the Gym clean and maintaining the equipment. Bikes are to be stored in the designated bike storage shed. A permit is required for bike storage, please see Ms Katelyn Fawbert at Reception.

Washing Machines and Dryers
Pay Wave operated machines are provided in all buildings. The cost is $2.50 per wash and $2.50 per dry. The machines operate using a debit or credit card. Please contact Ms Katelyn Fawbert (Reception) if you have any questions.

Oval
The Oval is provided for sporting and recreational pursuits. St Andrew’s Cathedral School (SACS) has funded the upgrade of the Oval and SU Sport maintains it. St Andrew’s Cathedral School and SU Sport use the Oval and the Change Rooms for training and for matches, and their use of the facilities must be respected. Newtown North Public School also has permission to use the Oval. The Oval is not to be used when “Oval Closed” notices or boards are in place.

Tennis Courts
The Tennis Courts are provided for the use of College residents and their invited guests and are marked for tennis, basketball and netball. No bookings are necessary and Tennis court lights are to be turned off after use. Please report any unauthorised usage to College staff.

The playing of golf, archery or target shooting anywhere on Campus is prohibited for Workplace Health & Safety reasons. Any person who plays or practices any of the above activities will be liable to a $200 fine and/or suspension, unless prior written approval has been given by the Principal.

Limited exceptions may apply during the Intercollege Athletics preparation period only under strict supervision, and subject to “rifle range” restrictions.
Common Facilities

Mail and Re-direction of Mail
Mail for students will be placed in the pigeon holes in the Junior Common Room (JCR) Mail Room. Outgoing mail is the responsibility of the individual. As a matter of policy, the College will not re-direct mail. Mail is a personal responsibility and arrangements should be made to have mail re-directed as appropriate. Parcel deliveries may be collected from General Office from Monday to Friday between 9am - 5pm.

College will retain mail during vacation by placing it in the mail boxes but at 31st December of each year the mail boxes will be cleared of all mail and returned to sender.

Internet
All Offices, Residences, Flats, Student Rooms and Suites are fitted for connection to College internet services via Wi-Fi network. The student network has individually allocated ports in each bedroom. Students will be required to guarantee that their computers have suitable virus protection before being permitted to use the network. If you require IT Support, you can place IT requests via the St Andrew’s College Help Desk System. Any matters regarding network or computer access should be referred to Ms Katelyn Fawbert at Reception.

Internet Data Allocation
Students have unlimited data allocation. Any account set up enquiries are to be directed to Ms Katelyn Fawbert at Reception.

Licensee
The College holds a Permanent University Liquor Licence. The College’s licence is currently held by Mr Ian Smith. All events involving the service of alcohol are subject to approval by the Licensee.

Kegs
Kegs are not permitted anywhere on College grounds or in College buildings except when authorised by the Licensee for use at a licensed function.
Parking

Residential parking is limited and the **College does not guarantee parking for any resident.**

There are two College Car Parks which are allocated to residents’ vehicles **only:** Senior Carpark on Missenden Road and Fresher Carpark on Western Avenue.

Applications should in the first instance be directed to the Honorary Assistant Treasurer (HAT) of the year. If successful, please contact Ms Katelyn Fawbert at Reception for registration.

The 2023 fee for parking is $300 per semester. The College grounds are a Restricted Area as defined in the Traffic Acts and failure to register or parking in the wrong place can lead to Sydney City Council parking fines. No parking or access is permitted on the Oval or on the Forecourt or its approaches, except in special circumstances. No vehicles are to be taken across the Oval without permission. **Any student allocated a car space must display the correct parking permit issued by the College. Any vehicle failing to display correctly is subject to privileges being revoked and/or a fine of $150.**

Parking is prohibited (including temporary parking) in front of all gates and access ways which are reserved for emergency vehicular access.

A $150 fine will apply for each breach of traffic policy.

Residents who park in unauthorised areas and display irresponsible use of a vehicle such as speeding, dangerous/thoughtless driving, making excessive noise, driving on the Oval, etc. may have College parking privileges withdrawn and will be subject to daily parking fines.

**Access to vehicular gates**

Only those registered for car parking can access the vehicular gates. Temporary access must be requested in all other circumstances. All other residents must use the pedestrian gates.

**Visitor Parking**

There is an intercom at the Carillon Avenue Gate for visitor access during business hours. Visitors must register their vehicle details at Reception on arrival to avoid a fine for unauthorised parking.
Damages

The College and the Students’ Club take a serious view of malicious and wilful damage. Students are encouraged to report all damages.

All damages at College are assessed at the Damages Committee meetings attended by the Students’ Club Executive and the Vice Principal to apportion damages caused by individual students. In addition to the cost of repairs, fines will be levied to discourage damages. Any damages identified at the end of the year will be charged to the student/s responsible.

Maintenance Requests
A maintenance request should be completed for routine wear and tear, using the Online Portal. The requests will be processed as soon as possible based on priority.

Fire Alarm Activation
In the event of a fire alarm, all residents and staff in the building will have to be evacuated. If you cause a fire alarm to be falsely activated, you will be liable to pay the NSW Fire Brigade false alarm fee of $1,600 plus any administration fee incurred.

No cigarettes, fireworks, explosives, candles or incense are to be brought onto College grounds by any person. No fires are to be lit on College grounds. The consequences for any breach of this policy include a minimum $300 fine, suspension or exclusion from College.

St Andrew’s is a non-smoking campus. Please refer to the College Non Smoking Policy for further information.
Security & Safety

Perimeter Security
All perimeter gates at the College are operated for both entry and exit by access control devices. Each resident will be issued with 1 access device and access devices are not permitted to be loaned, given away or traded for favours. Visitor devices are only to be issued by administration.

Residents who invite guests onto College premises are responsible for their behaviour and will be held liable for any damages caused during their visit. If you have guests, please ensure that they alert you on or before arrival so that they can be met at the gate and always make sure you escort them off the premises when they leave.

Building and Room Security
The simple message is always lock your door whenever you exit your room, even for a few minutes. The security of the College is the responsibility of everyone in it and although student doors are fitted with security locks and building doors are fitted with self-closing coded deadlocks and single action emergency exit levers, nothing is secure if doors are left open or self-closers are inhibited.

To prevent illegal access students must, if only in their own interest, obey the security instructions which may be published from time to time.

Lost Access Device
Replacements for lost access devices will be charged at $25 per device. If you have lost your access device please see Ms Amber Bowmer at Reception.

Safety
All students are expected to know what to do in the event of a fire or other emergencies in College. This information will be made available on arrival and all students must familiarise themselves with the emergency arrangements and evacuation procedures. A fire drill is scheduled at regular intervals throughout the year.

Fire Wardens will be appointed at the beginning of each academic year and Evacuation instructions and plans will be displayed on each floor. All residents will be provided with an Emergency Procedures Manual.

Corridors are the emergency escape routes and everyone must assist the Fire Wardens by keeping them clear at all times. Any clothing or other possessions found in the corridors and other common spaces will be collected and placed in the bins provided beside the Students’ Laundry in Main Building. These bins are cleared once a month and useable items are given to charity. If items reappear in corridors or other common spaces, they will be placed in a waste bin.
College Closure
The College reserves the right to cease operations and close down to students in the event of extreme circumstances related to catastrophic events such as major fire, health risk, terrorism or the like.

Electricity sub-boards College Buildings
WH&S regulations require that the electricity sub-boards are kept clear at all times. Any items found in these cupboards will be discarded without any further notice.
Summer Vacation 2023 – 2024

The Summer Vacation is from 25th November 2023 to 11th February 2024.

Students will be presumed to have departed at the end of the examination period (24th November 2023) unless they specifically submit a request to the Registrar, Jip Chawpradith, in writing, of their wish to remain in College.

During the summer vacation, students must expect to vacate their rooms in November and December 2023, January and February 2024.

Store rooms over the Vacation period
College does not provide storage over the vacation period. Students may decide to share a facility such as SmartBox or use nearby commercial Self Storage facilities such as Kennards in Camperdown or Ultimo. All storage is at your own risk.

Residence during Summer Vacation
25th November 2023 to 11th February 2024

Daily rates for Summer Vacation residents are listed in the table below. The kitchen is closed to all residents from 25th November 2023 through to and including 4th February 2024. The kitchen will reopen on 5th February 2024 and the daily rate will change accordingly.

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Kitchen Status</th>
<th>Daily Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>25th November 2023 to 4th February 2024 inclusive</td>
<td>Closed</td>
<td>$105 per day</td>
</tr>
<tr>
<td>5th February to 11th February 2024 inclusive</td>
<td>Open</td>
<td>$125 per day</td>
</tr>
</tbody>
</table>

Vacation Conference Guests
The letting of rooms and facilities to Conference visitors during the summer vacation is an important source of College income. When rooms are vacated they must be left clean and tidy and all personal belongings removed. A $100 cleaning charge will be debited to the account of students who leave their room in anything other than a clean and tidy state. During vacation it may be necessary to relocate students into alternate bedrooms for operational reasons.

Conference Visitors & Vacation Accommodation Charges
Full Rates are published separately and are available on request. A variety of accommodation options are available, including bed only and full board. For detailed information please visit the college website www.standrewscollege.edu.au

To request a quote, please contact the Conferences & Events Officer, Ms Yulia Alder at conferences@standrewscollege.edu.au
Out of Bounds Areas

All underfloor areas, roofs, towers, parapets and roof spaces are potentially dangerous and are, consequently, strictly out of bounds. Students may not under any circumstances use these areas. Trespassers may be fined a significant amount or suspended because trespassing constitutes a breach of the NSW Occupational Health and Safety Act 2000. The minimum fine for entry into Out of Bound areas is $400 per person.

Students may only enter the Maintenance Workshop compound during operating hours (7.30am – 4.00pm), and even then only at the invitation of a staff member.

Unauthorised Activities

Neither the College Council, officers, agents, employees nor its insurers take any responsibility for death, personal injury, economic loss or damage of any nature which occurs as a result of, or in connection with, any unauthorised activity. Persons involved in such activities are liable to fines, suspension or expulsion. An unauthorised activity is any activity not authorised by the Principal.

This means that any person or groups of persons arranging, contributing or taking part in any such activity will be personally responsible and, therefore, individually liable for any actions for damage, injury or death either directly or indirectly caused by or in the course of such activity, without the benefit of insurance.

Individual students are responsible to ensure that they are fully informed of the potential consequences of any unauthorised activity before consenting to participate.
Graduates, Senior Academics & Others

Contracts
Harper, Country Club, Sulman and Gatehouse Rooms – Semester Contract
When graduates have entered College and are accommodated in Harper, Country Club, Sulman and Gatehouse rooms, they undertake to remain in residence and to be responsible for whatever fees may be payable for the whole of that semester or that part not yet expired.

Any resident arriving prior to February will receive invoices from January up to a maximum total of 40 weeks. Any resident arriving after January will be committed to 40 weeks of accommodation charges.

The overall effect is that graduates will benefit from up to 12 weeks of “free” accommodation for no extra charge.

If persons enter College under the contract above and leave prematurely either by their own choice or for any other reason, a charge will be levied equal to the actual cost to College.

This charge will include the Principal’s and Principal’s staff costs for preparation, interviews of a new resident, documentation, telephone calls, stationery and other disbursements, maintenance check of the room, any repairs, cleaning and preparation of the room for the new incumbent, Secretary to the Council's and solicitors’ costs, if involved, and in all cases, one week’s fees while the room is being prepared.

The charge will be increased for each week or part of week that the room remains empty over and above the one-week charge already included.

The minimum charge for 2023 will be $1,500.

Any graduate who intends to permanently leave College on completion of Semester 1, and wishes to avoid any penalties, is to inform the Principal’s Office in writing before the 30th April.

Any person who wishes to petition for special treatment should do so to the Principal, in writing, and give reasons why the charge should not apply. The Principal may, at his discretion, forward the matter to Council whose decision shall be final.

Notice
In all cases permanent residents are asked to give one month’s notice of their intention to leave.
Undergraduate Accommodation
Graduates, senior academics and others who are accommodated in undergraduate rooms at undergraduate rates will be subject to undergraduate conditions of residency.

Meals
Meal rebates are not payable for missed meals.

Absence
Residents on a Semester Contract may be released temporarily from their contract if they are away from College as part of their course of studies, sickness, accepted compassionate reasons or they are asked to leave their room so that it can be used for other College purposes. All absences must have the Principal’s written approval.

Release
Residents may be released from their contracts permanently if they leave the University during their tenancy, their family size increases to make the accommodation unsuitable or for compassionate reasons. All releases must be approved in writing by the Principal.

Payment Schedules
Permanent residents pay an initial deposit of $2,000 ($3,000 for international) on entry. This deposit will be held against the last month of residency.

Membership of Senior Common Room
The permanent members of the Senior Common Room are the Senior Fellow (President), the Principal, the Councillors and the Fellows. Other persons may be invited to join the Senior Common Room by the Senior Fellow and the Principal acting together. All residents of College are considered to be members of the Junior Common Room unless they have been invited to and have joined the Senior Common Room. A membership levy of $200 per semester is charged to resident members.

College Duties
From time to time, graduates, senior academics and others will be required to perform duties in support of the administration of College with or without remuneration as appropriate, as required by the Principal.

Graduate Resident Accommodation Charges
(Weekly rates)
Room with or without ensuite $833

Multiple Occupants
Extra family member below the age of 15 sharing a room will incur the cost of an additional $63 per week. Shared accommodation is 75% of single rate each (where appropriate).
Undergraduates

Personal Commitment
All students whether entering St Andrew’s College for the first time or making an application to return after the completion of each academic year, must demonstrate a better than satisfactory potential or proven record of academic performance. Students must also demonstrate a commitment to financial responsibility and acceptable attitude and behaviour including an ability to be involved in and make a positive contribution to the life of College.

Residential Commitment
The residential commitment is for a full academic year. A limited number of Semester I, 2023 places may be available for those students whose academic program in Sydney is due for completion at the end of Semester I, 2023.

When students enter College they undertake to pay for the whole of that year (or part not yet expired if entering after the commencement of the academic year). Fees are payable each Semester in accordance with the payment schedule. A Semester II Commitment Deposit of $2,000 for domestic students ($3,000 for international) is payable prior to entry in Semester I. The Deposit is then redeemed against Semester II fees.

If a student leaves prematurely either by their own choice or for any other reason, whether or not within their control, including suspension or exclusion, a minimum charge will be levied. This minimum charge will include the Principal’s and administration’s costs for time and preparation, interviews of new students, solicitor’s costs (if applicable) and in all cases one week’s fees while the room is being prepared.

The minimum charge shall be incrementally increased by an amount equal to one week’s fees for each week or part of a week that the room remains empty.

The minimum charge for 2023 will be $1,500. Where the minimum charge applies, the Commitment Deposit of $2,000 ($3,000 for international) may be applied towards the minimum charge.

Any student who wishes to petition for a fee waiver based on exceptional circumstances should do so in writing to the Principal. The decision of the Principal shall be final, and, in reaching his decision, he may at his discretion consult such other College officers or College Committees as he deems fit. Alternatively, the Principal may, at his discretion, forward the matter to the Council, whose decision shall be final.
Fees & Charges

The regular collection of fees and charges is necessary to ensure an adequate cash flow to meet operating costs. It is therefore essential that fees are paid promptly.

Initial Entrance into College (Freshers)
Semester I fees are normally calculated by Christmas for the following year and will be expected to rise annually at least by the underlying Australian inflation rate.

 The Application Fee of $150 (non-refundable) is payable when first applying to the College;
 $2,000 (or $3,000 international) is payable on acceptance into College following an interview (redeemable against Semester II fees otherwise non-refundable);
 The Welcome Week accommodation charge is $742;
 The First Semester’s fees must be paid on or before arrival in College;
 The signed Guarantee and Undertaking Form must be returned to the Registrar.
 Before initial entry $1,000 Caution Money is to be paid which is held as security for the duration of a student’s residency. On departure the money will firstly be used to clear any outstanding individual debt, secondly $395 will be transferred to the St Andrew’s College Alumni Society to provide the Student with 10-year membership, thirdly $105 will be donated on behalf of the student to the St Andrew’s College Foundation and any residue will be returned to the student upon application.
 All fees should be paid online prior to arrival or in person to the Assistant Bursar, Ms Ursula Botros in the Accounts Office.

Returning Students
Each year, before the end of October, students will receive an email from our Registrar asking for their intention to return to St Andrew’s College for the following year. On confirmation, a document will be emailed which will need to be sign by both student and parents.

Students will be allocated a provisional place for the new academic year, subject to satisfactory academic performance, acceptable attitude and behaviour and a commitment to financial responsibility evidenced by the payment of all outstanding fees and charges. Places will be confirmed when the student provides evidence of University results as soon as they are available, recording for the archives relevant College and University material, and apply for residence for the new academic year. Students must enclose a Re-Registration fee of $2,000 (or $3,000 for international) redeemable against Semester II fees and a completed Guarantee and Undertaking Form. Returning students are reminded that failure to take up residency in College following acceptance and allocation of a room will require the student to pay the charges under the "Residential Commitment". Students wishing to re-enter College are directed to read the Personal Commitment.

Mentors
Mentors for First Year Students will be chosen by the Principal and the Senior Student. During Welcome Week, Mentors will pay a reduced standard room rate of $599 per week.
Delayed Payment Charges
To encourage timely payment, all accounts which are not paid within 30 days of the due date will attract an administration fee of 3% per month on the opening balance less any payment made.

If fees are not paid by the due date, the outstanding accounts will be referred to the Principal and a place at College cannot be guaranteed for the remainder of the year. All debts will be rigorously pursued and any debt recovery costs incurred will be on-charged to the resident.

Definitions
For fee purposes the year is divided up into semester weeks and vacation weeks. Semester weeks include standard lecture weeks, recesses, winter vacation weeks, Stuvacs and examination weeks. Vacation weeks - refer to Summer Vacation below.

Charging periods for 2023
- The first College semester in 2023 is 19th February to 8th July 2023
- The second College semester is from 9th July to 25th November 2023
- Summer Vacation is from 27th November 2023 to 18th February 2024

Fresher Semester Fees $20,185 per semester
2nd Year Semester Fees $19,175 per semester
3rd Year Semester Fees $18,166 per semester
4th/5th Year Semester Fees $16,652 per semester

Rooms Charges for Semester Weeks
Semester weeks (standard lecture weeks, recesses, Stuvacs and examination weeks) attract the full semester fee.

The room fee may be reduced to the Room Retention Rate, which is the standard semester rate less $30 for each day absent, as follows:
- A request in writing to the Principal for absences on University field trips or excursions or off campus activities as part of a course, or request to Council through the Principal for absences because of sickness, compassionate reasons or for reasons involving extreme hardship for self or family.

Undergraduates in Postgraduate Rooms
Undergraduates residing in postgraduate accommodation may be subject to postgraduate conditions of residence, at the discretion of the Principal.
Scale of Charges

Payment Methods
1. BPAY reference provided on student invoice
2. AMEX, Mastercard or Visa (no other card acceptable, 1% Service fee applies)
3. By payment arrangement

Credit Card payments
There is a bank service fee of 1.0% for credit card payments. Please note that credit card payments can be accepted via the College’s online payment gateway.

On Application
  Non-refundable Application Fee $150

On Initial Entry
  Residential Commitment Deposit ($3,000 for international). Redeemable against second semester fees on entry, otherwise non-refundable $2,000
  Caution Money $1,000
  Welcome Week Fee (Freshers and early returns) $742
  Mentor Fee $599

Returning Students
  Re-registration Fee ($3,000 for international). Redeemable against second semester fees $2,000

Room Retention Rates
During Semester for approved absence full fees less $30 per day

Residence Room Rates during Summer Vacations
  Kitchen closed $105 per day
  Kitchen open $125 per day
Other Charges

Additional person in room for more than one night (First night is free)
$50 per night (bed only – meals as per tariff)

Replacement or non-returned Access Device $25
Room exchanges after 4th March, per person per exchange, including room exchanges between semesters $300

Guest meal Charges
Breakfast $15
Lunch $20
Informal Dinner $20
Formal Dinner (second and subsequent guest) $25

Tutorials no charge
Heating and lighting no charge
Access to internet no charge
PayWave (card only) operated washers and dryers $2.50 per operation

Vehicle Registration fees
First Semester (and Second Semester) Charging
For vehicles registered before 23rd March (31st August) $300
Withdrawal of registration before 23rd March (31st August), refund of $50
For vehicles registered after 23rd March (31st August) $250
Withdrawal after 23rd March (31st August) No refund

Casual Meal rates during vacation
Charges
Breakfast $15
Lunch $20
Dinner $25

Entry onto the Electoral Roll upon graduation only No charge
Payment Schedule

New students

10th February
Due date for all first semester fees.
New students will be expected to have paid first semester fees by close of business on this day.

28th February
If fees have not been paid in full by this date an Administration charge of 3.0% per month on the outstanding balance applies from the due date.

30th March
If first semester fees have not been paid by this date a place at College cannot be guaranteed for the remainder of the year. Outstanding debts will be referred to the Principal for termination of residency.

21st July
Due date for all second semester fees.
If semester fees have not been paid in full by this date an Administration charge of 12.0% per month on the outstanding balance applies from the due date.

30th August
If second semester fees have not been paid by this date a place at College cannot be guaranteed for the remainder of the year. Outstanding debts will be referred to the Principal for termination of residency.

30th September
All outstanding fees and charges to be cleared before an application to return to College the following year will be considered.

Returning Students

17th February
Due date for all first semester fees.

28th February
If fees have not been paid in full by this date an Administration charge of 3.0% per month on the outstanding balance applies from the due date.

30th March
If first semester fees have not been paid by this date a place at College cannot be guaranteed for the remainder of the year. Outstanding debts will be referred to the Principal for termination of residency.

21st July
Due date for all second semester fees.
If semester fees have not been paid in full by this date an Administration charge of 3.0% per month on the outstanding balance applies from the due date.

31st August
If second semester fees have not been paid by this date a place at College cannot be guaranteed for the remainder of the year. Outstanding debts will be referred to the Principal for termination of residency.

30th September
All outstanding fees and charges to be cleared before an application to return to College the following year will be considered.
Special Arrangements
All requests to pay fees other than as described above should be on a basis of need and not convenience and are to be forwarded, in writing, to the Business Manager Ms Lisa Zaman by 10th February for first semester fees and 21st July for second semester fees.

Payment of Fees
College fees are to be paid to the Accounts Office. Students returning to College in 2024 must have paid all their 2023 accommodation and other charges by 30th September 2023 or a place cannot be guaranteed in 2024.

Fees and charges may be raised by Council at any time during the year.

It should be noted that students who receive the Youth Allowance may be eligible for full Rent Assistance providing they are resident at College on full board. See the Business Manager’s office for details.

Rebates
No financial rebates will be paid for missed meals. However, rebates will be paid for students attending formal occasions in College for which a ticket price has been paid. This will either be in the form of a reduction in the ticket price or a direct credit to accounts as appropriate.
# Semester & Vacation Dates

**University of Sydney**

Semester and Vacation Dates: **2023**

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome Program</td>
<td>Mon 6 February – Fri 24 February</td>
</tr>
<tr>
<td>Lectures begin</td>
<td>Mon 20 February</td>
</tr>
<tr>
<td>Easter Recess</td>
<td>Fri 7 April – Fri 14 April inclusive</td>
</tr>
<tr>
<td>Study Vacation</td>
<td>Mon 29 May – Fri 2 June inclusive</td>
</tr>
<tr>
<td>Examination Period (2 weeks)</td>
<td>Mon 5 June – Sat 17 June inclusive</td>
</tr>
<tr>
<td>Semester Ends</td>
<td>Sat 17 June inclusive</td>
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</tbody>
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<table>
<thead>
<tr>
<th>SECOND SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome Program</td>
</tr>
<tr>
<td>Lectures begin</td>
</tr>
<tr>
<td>Mid-semester Recess</td>
</tr>
<tr>
<td>Study Vacation</td>
</tr>
<tr>
<td>Examination Period (2 weeks)</td>
</tr>
<tr>
<td>Semester Ends</td>
</tr>
</tbody>
</table>
College Maps