



UNIVERSITY
OF WOLLONGONG
AUSTRALIA

Application for Postgraduate Study Room

Creative Arts has three (3) Postgraduate study rooms in Building 40 available to current Creative Arts Higher Degree Research (HDR) students and Honours students (Hons). Priority will be given to HDR students. A maximum of one (1) student can be accommodated in each room, however the room can be shared with other students if there is a high demand.

The Head of Postgraduate Studies will assess applications in consultation with supervisors and the Head of School. Priority will be given to full-time students who have no access to external study spaces and allocation will be made on the basis of student need. Allocation of a study room will be limited to one year's duration. The school must be notified of all periods of absence or non-use of the room of more than four weeks. If an allocated room isn't used for an extended period of time, students may be asked to vacate. Students must vacate their room at the end of each year to allow for professional cleaning and are responsible for restoring their room to its original condition.

Students must maintain their space in accordance with safe work practices, WHS guidelines and the study room rules and agreement. Common spaces (kitchens, storeroom, fridge and rest areas) are to be kept clean. Failure to comply may result in eviction from the room. Due to WHS issues, the rooms are strictly clean working spaces.

Student Name: _____ **Student Number:** _____

Degree: _____

New application **Re-applying for continued use of space**

Session required: **Autumn** **Spring**

Please outline the intended use of office: _____

Allergies (particularly to bees and/or chemical sensitivities): _____

I agree to abide by the policy and conditions. I understand that failure to do so may result in eviction from the study room.

Student signature: _____ **Date:** _____