

# STUDENT VILLAGE APPLICATION FOR ENTRY



## Information for International applicants

EIT Hawke's Bay has been offering quality tertiary education programmes to the Hawke's Bay community and beyond for more than 40 years. Increasingly we also now see a wider group of students coming from around New Zealand and overseas. EIT has continued to evolve to keep pace with the changing needs of the local and global employment markets to give our students an excellent chance of success in their chosen careers.

Along with this, the Student Village offers a wonderful opportunity for living as part of a student community and for establishing friendships with others who have varied interests and backgrounds. With its four-star plus Qualmark rating and Silver Environmental Award, EIT's Student Village is ranked among the best student accommodation in New Zealand.

The village adopts a modern, co-educational, multi-cultural student hostel concept, providing six individual rooms with shared living and kitchen facilities in each accommodation unit. The primary aim of village management is to provide a safe environment that is conducive to both academic study and a positive social life. Therefore a set of Conditions of Residency has been devised to make life within the village a positive and fulfilling experience. These conditions are based on many years of experience in student accommodation.

Your fees cover your fully furnished bedroom, electrical and heating costs, and the use of the shared kitchen, living, and laundry facilities (it's free to wash, but dryers are coin operated). While meals are not provided, each unit has its own shared kitchen facilities and the Student Village is in close proximity to a number of food outlets and a supermarket.

Internet access is available to residents. Details of access and residents obligations are available on request. Each bedroom has a bed with drawers underneath, wardrobe, bookshelf, study-table with lamp, chair, bedside cabinet, a notice board, and is heated in the winter. You will need to provide your own bedding (including your own pillow(s), sheets, blankets/duvet, and towels) unless you decide to pre-pay for a bedding pack. Additionally, you will need to provide your own crockery, pots, cutlery, and food containers. A separate list has been provided in this packet.

We hope you find this helpful and that you enjoy your stay in the EIT Student Village.

<b>Capacity</b>	12 villas with 6 bedrooms (capacity of 72 people)
<b>Location</b>	One-minute walk to campus
<b>Accommodation</b>	Own furnished room with shared kitchen, bathroom, lounge and living area
<b>Food</b>	Self-catered. Kitchen facilities provided but students purchase and cook their own food
<b>Bedding</b>	Bedding pack available from EIT for \$150, which includes a pillow, sheets, duvet, duvet cover and towel
<b>Internet</b>	Reasonable use included in weekly cost
<b>Electricity</b>	Reasonable use included in weekly cost
<b>Airport pickup</b>	EIT will arrange pickup for you at Hawke's Bay Airport. <b>FREE!</b>
<b>Welcome pack</b>	Includes cutlery, plate, bowl, glass, cup and one instant meal
<b>Cost</b>	\$190 per week

The minimum fees payable are 20 weeks in advance (semester) which must be paid before the start of each semester.



[international.eit.ac.nz](https://international.eit.ac.nz)



# STUDENT VILLAGE APPLICATION FOR ENTRY

## APPLICATION INFORMATION

### ELIGIBILITY

The EIT Student Village is available to EIT students enrolled in a full-time programme. Applications for residency are normally only considered from students aged eighteen years and over.

The minimum length of residency is 20 weeks, unless agreed to by the Village Manager prior to your acceptance. If you apply for a longer period e.g. an academic year and you are accepted, this becomes your minimum contract period.

Applications for rooms will be accepted only after full Student Village fees are received.

### ACCOMMODATION FEES

Accommodation fees are \$190.00 per week for the academic year (approximately 40 weeks, between February and November).

Fees must be paid by semester (20 weeks) in advance or for the academic year (40 weeks) in advance.

Residents have the option of remaining in the village during term/semester breaks, but if rooms are vacated during these periods, there will be no reduction in accommodation costs.

At times during November to February the village is rented to holiday makers. This assists to keep fees as low as possible. If you wish to stay during this time, and your application is accepted, you may be required to move room. Our normal weekly rate and conditions will apply.

Please Note: Preference will be given to students requiring accommodation for the academic year, and to those Residents who pay for the academic year in advance.

### ACCOMMODATION BOND

A \$300 bond is payable on application. This bond is refundable in part or full under the following circumstances:

If you do not gain a place in an EIT programme, or the Student Village, your \$300 bond will be refunded in full.

If you gain a place on an EIT programme and the Student Village, but elect not to take your offered place/s, \$150 of your bond will be refunded.

Bonds will be refunded in full within one month of leaving the village - as long as there is no damage done to the room or unit you are in. Any cost for repairs and excessive cleaning will be shared amongst all residents unless responsibility is accepted by a specific person or persons.

### RULES & CONDITIONS OF RESIDENCY

Important: Please make sure you have read and fully understand the Rules and Conditions of Residency before you sign the Student Village Residency Agreement (DOCSR4)

### MANAGER

EIT will appoint a Student Village Manager to manage the facilities on behalf of the institute. The Manager is empowered by the EIT Bay CEO to determine whether any behaviour breaches the rules or conditions of residency. The Manager has the discretion to impose a penalty or take action as he/she considers reasonably appropriate given the breach and taking into account the rights of other residents.

### SENIOR RESIDENT

Each accommodation unit comprised of six bedrooms has an appointed Senior Resident. The Senior Resident has some management responsibilities for each unit, and is the Manager's representative. Residents must co-operate with the Senior Resident to enable the unit to run harmoniously.

### COMMUNAL LIVING

The resident shall not act in any manner that is likely to disturb the quiet occupancy of other residents or neighbours. Residents are to agree on a roster of duties and responsibilities so the unit operates harmoniously.

### VISITORS

Residents are totally responsible for the behaviour of their visitors and will be held accountable if their visitors cause problems. Overnight visitors can only be accommodated with the prior permission of the Manager. All visitors must leave the premises by 10pm.

### ROOM ALLOCATION

The resident will be allocated a room by the Manager. The Manager has the discretion to move the resident and re-allocate a substitute room.

### PETS

Regrettably, no pets are permitted.

### NOISE

Unreasonable or excessive noise which disturbs residents and prevents them from sleeping or studying is not permitted. The use of headphones is strongly recommended. The use of amplified musical instruments (eg. electric guitars) is specifically forbidden in the units.

### ILLNESS OR ACCIDENT

Cases of illness or accident should be reported to the Manager/Senior Resident immediately. Where necessary, medical assistance will be contacted by the Manager/Senior Resident.

### SEXUAL HARASSMENT

Sexual harassment is prohibited. Residents of the Student Village will be required to observe the EIT policy regarding sexual harassment.

### CHATELS

The Resident shall not remove any chattels from the premises.

### ALCOHOL

The Student Village is an alcohol-free environment. Any serious or repeated infringement of this rule will be viewed most seriously, and may lead to residents being expelled from the Student Village.

### MEALS AND FOOD

Meals are not provided, nor is a cafeteria service available. Each unit has shared kitchen facilities with most kitchen equipment supplied. The Student Village is close to restaurants and a supermarket for students to cook themselves.



## INTERNET

All rooms come with an internet connection. Reasonable use is included in the weekly cost.

## SMOKING AND DRUGS

The Student Village is a smokefree environment, all EIT facilities and grounds are smokefree. If you are currently (or become) a smoker, this will not jeopardise your opportunity to reside in the village. You will, of course, be required to observe the smokefree policy.

The use of illegal drugs in or around the village is forbidden. Residents found or suspected of using illegal drugs may be expelled from the village without warning.

## DANGEROUS GOODS

Weapons, ammunition, fireworks, explosives, flammable liquids, candles, incense and oil burners are not permitted in the village.

## RENOVATIONS

The resident shall not make any renovations, alterations or additions to the premises without the Manager's consent.

## SUBLETTING

The resident may not sublet the premises.

## GROUNDS

The maintenance of grounds will be the responsibility of the Manager. However, any litter or rubbish left adjacent to the premises is the responsibility of the residents jointly.

## TRANSPORT

Limited car parking space is available to Student Village residents only. Each unit has a lockable storage shed for bicycles. Local public transport is available at the gate of the village.

## ELECTRICAL APPLIANCES

Only the major electrical appliances supplied by the Manager (refrigerator, stove, microwave) are to be used in the kitchen area. Personal computers are permitted, but no personal heaters, refrigerators etc. are to be used in the bedrooms.

## INSURANCE

Insurance of personal possessions is the sole responsibility of each resident.

## CLEANING AND SAFETY INSPECTIONS

The Manager will carry out regular inspections of the units including cleaning, safety and maintenance. Rubbish build-up in rooms is considered to be a fire-risk. Adequate disposal bins are provided and it is up to residents to ensure their personal rubbish is removed regularly.

## HEALTH AND SAFETY

A guide to the Health and Safety in accommodation will be provided by the Manager.

## CONTRACT PERIOD

Important: Please make sure you have read and fully understand the Rules and Conditions of Residency before you sign the Student Village Residency Agreement (DOCSRV4)

Residents who wish to leave the village will still remain liable for their rental commitment for the agreed contract period.

The contract period will be the duration of the accommodation agreed between the Manager and resident in response to that requested on the Student Village Room Application Form (DOCSRV3).

If you are entering a programme in July (Semester Two), please indicate this on your Student Village Room Application Form (DOCSRV3).

## PAYMENTS AND REFUNDS

Accommodation fees are to be paid a minimum of 20 weeks in advance. Payments are due prior to arrival and prior to the commencement of each term. Refunds will occur only where the total cleared payments by the resident exceed all accommodation and related fees payable under this agreement together with any other debts owing to EIT.

Notice of Termination of Agreement

Apart from "Immediate Termination" provisions, the manager will give five weeks notice of termination to residents in writing.

## IMMEDIATE TERMINATION

**THE MANAGER MAY ACTION IMMEDIATE TERMINATION IN ANY CASE WHERE:**

- Any EIT Student Village rules or conditions of residency are breached.
- Fees have not been paid in full by the due date.
- The resident has caused or threatened to cause damage to the premises.
- The resident has assaulted or threatened to assault the Manager or any appointed officials or another resident.
- The resident has, or has had possession of, sold or used alcohol and/or illegal drugs on the premises.
- The resident has any firearms or dangerous weapons on the premises.
- The resident has after a written warning, continued to leave the premises in a filthy state.
- The resident has provided false details in their application.

# STUDENT VILLAGE APPLICATION FOR ENTRY

## NEW ZEALAND FIRE SERVICE FALSE ALARMS

It is now the policy of the New Zealand Fire Service to recover the costs involved in attending false alarms generated by fire alarms in accordance with section 47 C (4) of the Fire Service Act 1975. Should you or any of your guests activate the fire alarm for a false callout you will be charged \$500 or the actual callout charge, whichever is higher.

## PROVISION OF KEYS AND LOST KEYS

A fee of \$40 will be charged for a replacement if a resident loses a key.

## CONTACTING PARENT/RENT GUARANTOR

The Manager reserves the right to contact the next of kin, parents or the rent guarantor if the Manager is concerned about any aspect of the residency, including the resident's behaviour.

## RESPONSIBILITIES:

### THE MANAGER WILL:

- Provide and maintain the premises in a reasonable state of repair.
- Pay any rates, land tax and minimum water charges.
- Not interfere with the residents' quiet enjoyment of the premises.

### THE RESIDENTS JOINTLY SHALL:

- Keep the premises clean, tidy and clear of rubbish and notify the Manager of any repairs needed.
- Pay any personal telephone and internet costs incurred at the premises.
- Not damage or permit damage to the premises.
- Leave the premises clean, tidy and clear of rubbish.
- Not supply or consume alcohol or permit the consumption of alcohol within the EIT Student Village complex.
- Not smoke anywhere within EIT facilities or grounds including the Student village.
- Not allow non-residents to sleep in any areas of the Student Village, except with the prior permission of the Manager, and Senior Resident. Visitors must register at the office. A \$10 overnight fee could apply.

## RIGHTS TO ENTER:

The Manager retains the right to enter, without notice to the residents, for inspection purposes, the communal areas. This will apply in cases of emergency or to effect previously requested repairs.

The Manager retains the right to enter for cleaning purposes as outlined under cleaning.

The Manager will give not less than 24 hours notice of inspection of bedrooms. This will not apply in cases of emergency or to effect previously requested repairs.



## INTERNATIONAL STUDENT VILLAGE LIST OF ITEMS AND APPLICATION CHECKLIST (DOCSRV9)

### WELCOME PACK provided on arrival

**1 x instant meal**

Major Items Supplied	Quantity per Unit
TV Cabinet	1
Microwave	1
Electric Stove	1
Fridge/Freezer	1
Table	1
Dining Chairs	6
Washing Machine	1
Clothes Dryer (Coin Operated)	1
3 Seater Couch	1
2 Seater Couch	1
Single Divan Bed (3 drawer) with mattress protector	5
Queen Divan Bed (3 drawer) with mattress protector (senior resident only)	1
Double Wardrobe (with shelf)	6
Small Chest Drawers (3 drawer)	6
Study Table and Lamp	6
Study Chair	6
Telephone - Communal with toll bar	1

Appliances Supplied	Quantity per Unit
4-slice Toaster	1
Electric Jug (Cordless)	1
Iron and Ironing Board	1
Vacuum Cleaner	1

### Items NOT Supplied

**Pillow and pillowcase\***

**Bed sheets\***

**Duvet and blanket\***

**Towel/facecloth**

**\*OR Bedding Pack can be ordered from EIT for \$NZ 150.00**

Utensils/Cookware/Cleaning Supplied	Quantity per Unit
Frying Pan	1
Cooking Utensils - non-scratch (set)	1
Cooking Knives (set)	1
Chopping Board	1
Grater, Colander, Can Opener	1 each
Dish Rack & Dish Brush	1 each
Crockery set (Plate, bowl, glass, cup)	1
Cutlery set	1
Floor Mop & Bucket	1
Broom, Brush & Shovel Set	1
Toilet Brush Set	1

Items You Must Bring
Pots for cooking
Plastic Food Storage Containers
Tea Towels & Dish Cloths
Sheets/Pillow Cases
Duvet/Blankets
Pillow/s
Towels/Face Cloths
Bath Mat

### APPLICATION CHECKLIST

Please ensure all of the following forms are completed to ensure your application is processed as soon as possible. Check when you have completed.

- (DOCSRV3) Student Village Room Application Form (including passport photo).
- (DOCSRV4) Student Village Residency Agreement (including \$300 bond).
- (DOCSRV5) Student Village Applicant's Personal Statement.

## INTERNATIONAL STUDENT VILLAGE ROOM APPLICATION FORM (DOCSRV3)

Accommodation required:  
(please tick a box)

Semester One   
(Terms 1 & 2)

Semester Two   
(Terms 3 & 4)

**Please Note: Preference will be given to students requiring accommodation for the year, and to those Residents who pay for the academic year in advance.**

Full Name: \_\_\_\_\_  
(First name/s)
(Family name/Surname)

Preferred First name: \_\_\_\_\_

Female  Male

Which programme/s have you applied for: \_\_\_\_\_

Have you been accepted: Yes  No



Home Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Address: \_\_\_\_\_  
(If different from above)

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_  
(If different than above)

**WHERE DID YOU FIRST HEAR ABOUT THE EIT STUDENT VILLAGE? - PLEASE TICK ✓**

EIT Application Pack	<input type="checkbox"/>	EIT Brochure	<input type="checkbox"/>
EIT Prospectus	<input type="checkbox"/>	EIT Open/Info Day	<input type="checkbox"/>
EIT Staff Member	<input type="checkbox"/>	Family/Friend	<input type="checkbox"/>
Careers Expo	<input type="checkbox"/>	School	<input type="checkbox"/>
Where?	School name		
Newspaper	<input type="checkbox"/>	Internet	<input type="checkbox"/>
Which paper?			

Why did you choose to study at EIT?

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EIT Student ID Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 (if known)

Are you a NZ Resident: Yes  No

If "no" which country are you from? \_\_\_\_\_

Which ethnic group do you identify with?

Māori	<input type="checkbox"/>	European (also state country)	<input type="checkbox"/>	Pacific Islands (also state country)	<input type="checkbox"/>	South American (also state country)	<input type="checkbox"/>
Asian (also state country)	<input type="checkbox"/>	African (also state country)	<input type="checkbox"/>	Arabic (also state country)	<input type="checkbox"/>	Other (also state country)	<input type="checkbox"/>

Country \_\_\_\_\_

Do you like to study with the stereo or TV on?		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Do you usually go to bed:		Before midnight	<input type="checkbox"/>	After midnight	<input type="checkbox"/>	
Is your housekeeping:	Spotless	<input type="checkbox"/>	Neat	<input type="checkbox"/>	Untidy	<input type="checkbox"/>
If I gain a place in the Student Village, I would prefer my flatmates to be:						
Vegetarians:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Don't mind	<input type="checkbox"/>
What Music do you like?	Pop/rock	<input type="checkbox"/>	Reggae	<input type="checkbox"/>	Country	<input type="checkbox"/>
	Heavy Metal	<input type="checkbox"/>	Classical	<input type="checkbox"/>	Other (specify)	
What form of transport will you use?	Car	<input type="checkbox"/>	Motorbike	<input type="checkbox"/>	Bicycle	<input type="checkbox"/>
	Public Transport	<input type="checkbox"/>				

I would like to order the EIT Bedding Pack for \$NZ150.00 Yes  No

There is one Senior Resident in each accommodation unit of six people. The Senior Resident enjoys a larger, double room in return for some management responsibilities of their unit.

Do you have a medical condition? e.g. hearing loss, bulimia, anorexia, asthma, diabetes, epilepsy, allergy, psychological disorders/mobility condition?

If "yes" please give more information:    Yes     No

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**IN CASE OF EMERGENCY**

Name of parent or guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

In the event that you are admitted to hospital while a resident in the EIT Student Village, you authorise hospital and medical staff to give information to the Student Managers (employees of EIT) so that they can inform your emergency contact people accurately of your condition and required treatment or support.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Personal Information and the Privacy Act: All personal information collected and held by EIT Student Village is covered by the twelve Information Privacy Principles. Further information is available from the Privacy Office .







EASTERN INSTITUTE OF TECHNOLOGY

NEW ZEALAND

## INTERNATIONAL STUDENT VILLAGE RESIDENCY AGREEMENT (DOCSRV4)

Between the Eastern Institute of Technology and

Resident: \_\_\_\_\_  
(First name/s) (Family name/Surname)

Programme applied for: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_  
(If different from above)

Permanent Home Phone: \_\_\_\_\_  
(If different from above)

**Family Contact/Next of Kin:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (day) \_\_\_\_\_ (evening)

If this application is accepted, the EIT Student Village Manager agrees to provide a room within the Student Village and the student agrees to pay the accommodation fees in advance in terms of this agreement and to abide by the Rules and Conditions of Residency.

**Accommodation Fees**

Fees \$3,800.00 (20 weeks) or \$7,600 (40 weeks)

All fees are payable in advance with the minimum fees payable being twenty weeks. Fees can also be paid for the academic year (\$7,600 for 40 weeks), with preference given to those paying for the academic year in advance.

**Accommodation Bond:**

A \$300 bond is payable on application. This bond is refundable in part or full under the following circumstances:

- If you do not gain a place in an EIT programme, or the Student Village, your \$300 bond will be refunded in full.
- If you gain a place on an EIT programme and the Student Village, but elect not to take your offered place/s, \$250 of your bond will be refunded.
- Bonds will be refunded in full within one month of leaving the village - as long as there is no damage done to the room or unit you are in. Any cost for repairs and excessive cleaning will be shared amongst all residents unless responsibility is accepted by a specific person or persons.

**Please continue over the page**

Residents per room: One person per bedroom Total: 6 persons in each accommodation unit  
Children: Not permitted  
Pets: Not permitted  
Rules and Conditions: See attached

**The EIT Student Village bank account number is:**

Account Name: Eastern Institute of Technology  
Student Village  
Account Number: 03 0631 0007233 84  
Bank: WESTPAC BANK  
Bank Address: Gloucester Street  
P O Box 7141  
Taradale  
NAPIER, 4142  
NEW ZEALAND

**Any payments must include the student's name and the reference details.**

**RESIDENT'S DECLARATION:**

Please note that the whole Student Village Application for Entry is a legal document. Please ensure you understand the implications and commitments involved when you apply.

I declare all information given on this application form is true and correct. I understand that if I am offered accommodation at EIT Student Village and accept, I agree:

1. To remain in residence for - (please tick a box)

(a) Semester One  Semester Two   
(Terms 1 & 2) (Terms 3 & 4)

OR

(b) a period as agreed by the Manager in writing, prior to my acceptance.

2. To meet payment of accommodation fees in advance by the due dates as outlined in the application information and this document.
3. That I remain liable for my rental commitment for the agreed contract period even if my residency is terminated.
4. That my residency will be terminated if I cease to be an EIT student enrolled in a full-time programme and that in such event my rental commitment for the agreed contract period will continue even though my residency has been terminated.
5. To pay all costs incurred by EIT relating to the recovery of any amounts overdue under this agreement.
6. That I confirm I have read, understood and agree to abide by the Rules and Conditions of Residency in the EIT Student Village as outlined in this whole application for entry.
7. That I acknowledge rules may need to be changed in the interests of safety and consideration to other residents.

Resident's Signature: \_\_\_\_\_ Bond \$300 Attached

for EIT Hawke's Bay: \_\_\_\_\_ Date:



# INTERNATIONAL STUDENT VILLAGE APPLICANT'S PERSONAL STATEMENT (DOCSRV5)

This form is to be completed by the student in support of their application for a room in the village.

Full Name: \_\_\_\_\_  
(First name/s) (Family name/surname)

Which programme have you applied for: \_\_\_\_\_

Please list your cultural interests, involvements and achievements:

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Please list your sporting interests, involvements and achievements:

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Please list your community service activities, involvements and achievements:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_