



Room Allocation Policy

Version: 1st

Responsible To: Head of College & CEO – John XXIII College

Pertains To: Residents (Accommodation Agreement Holder) – John XXIII College

Supported By: Deputy Head of College – John XXIII College

Staff – John XXIII College

Collegiate Team – John XXIII College

Monitored By: Head of College & CEO – John XXIII College

Purpose

The aim of the John XXIII College Room Allocation Policy is to provide suitable accommodation for its residents in a fair and equitable manner. This policy applies to the initial allocation of rooms at the start of each Academic Year.

Definitions

Academic Year

The academic year is the continual period that contains semesters 1 and 2 (from February to November of each year) including semester and mid semester breaks.

Semester

A semester is the teaching and exam period for a program and is of approximately 15 weeks duration. It consists of two terms separated by the mid semester break.

Student

A student is an individual enrolled at ANU, the Australian Catholic University (ACU), University of Canberra (UC) or the Canberra Institute of Technology (CIT).

Resident

A resident of the College is a financial member of the College community who is a student residing at the College. They could be either a commencing resident or a returning Resident. This is the student who signs the Accommodation Agreement and lives at the College; it is not based on the person who is paying the fees (the account holder).

Grade Point Average (GPA)

The GPA is a numerical score, used to rank students in order of their academic achievement at the end of a semester. It uses a scale ranging from 7.0 (all High Distinctions) to 0.0 (all Fails).

Probation

Being on probation means that a resident is on a warning and further infringements during the academic year could lead to suspension or exclusion from John XXIII College. At the end of the Resident's Accommodation Agreement it could mean that a resident is not entitled to an additional accommodation contract. There are three types of Probation – Academic, Behavioural and Financial.

Show Cause

Show cause is a process within the College, for residents who have been required to make a case for returning to College because they have failed to meet the conditions of ongoing membership of the College.

Principles

1. There is no perfect algorithm for allocating rooms to residents, nor is there a single optimal allocation of people to rooms. Instead the College must reach an allocation that is the best balance that it can reasonably achieve between (often) conflicting constraints.
2. The College encourages social and friendship groups at the College. But it recognises that due to the changing nature of resident relationships and the friendship groups, that it is difficult and may not be



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desirable to keep any current group roomed in close proximity to each other. Thus, friendships and relationships are not a factor that will be considered when rooming residents

3. The College is a community to be enjoyed by all residents, with all areas of the College belonging to the community as a whole. No individual or group of individuals have ownership of any area or room at the College.
4. The College will consider several factors to ensure a good mix of residents throughout the College. This encourages a diverse community where residents can make new friends.
5. The College will endeavour to reward residents who have achieved excellent academic results and contributed to the College.

Policy Statements

1. Room allocations are done annually at the start of the academic year. They have no relevance to any succeeding years and therefore residents should not expect to remain in the same room over consecutive years.
2. There are a number of factors that are considered in the determining the eventual mix on each corridor. We aim to achieve:
 - a. An approximately equal ratio of male : female.
 - b. A balance of 1st year, 2nd year, 3rd year, later year residents and transfer residents.
 - c. A balance of international and exchange students.
3. Student Leaders are allocated larger rooms as a benefit of the positions they hold.
 - a. Senior Residents (SRs) are allocated separately to their nominated corridor and are required to live in the SR room on that corridor.
 - b. Academic Advisors (AAs) are given their choice of having a larger room (in set locations around the college).
 - c. The Senior IT Consultant is provided with a large room with ensuite at a standard rate, as part of their fee consideration for their role.
 - d. Both the Tavern Manager and IT Consultant, each receive a large room at a standard room rate.
 - e. The following Student Leaders are given their choice of having a larger room at the large room rate or a standard room at the standard room rate.
 - Members of the Residents Association (RA) Executive
 - Post Graduate residents
 - Leaders in other roles eg Vinnies Executive Officer
4. Any remaining larger rooms are allocated to residents in the following priority until the large rooms are all allocated:
 - a. 4th year and later year residents.
 - b. Those residents requesting a room for medical / well-being reasons (this is subject to the appropriate documentation).
 - c. Residents who have requested to have a larger room.
5. The following student groups are given the opportunity to be given priority in their room allocation and will have their preferences considered:
 - a. Returning 4th year and above residents and postgraduate residents.
 - b. Residents who have achieved a High Distinction Average and then residents who have achieved a Distinction Average.
 - c. Residents with Medical and Special needs, supported by Medical Certificates.



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- d. Residents who are placed on probation (Academic, Behavioural and / or Financial) will have no priority in selecting their rooms or corridors.
6. To avoid possible conflict situations, the College will be mindful of:
 - a. Residents involved in accusations of sexual assault / harassment situations that have been reported to the College, by locating them as far apart as possible.
 - b. Residents issues and / or conflicts that have been reported to the College.
7. The College will use a small group of Student Leaders to advise the Dean of Residents and Deputy Head of College of any known friendship and relationship issues among the residents allocated to specific corridors.
8. Appeals over a resident's room allocation are only accepted in cases of significant medical or mental health issues. These will be considered by the Deputy Head of College.
9. Mid-Year room allocations and room changes during the year are not covered by this policy.

By accepting a John XXIII College Accommodation Agreement, Resident accepts and agrees to abide by all of the terms and conditions of John XXIII College's Policies and Procedures. Residents should contact the College for further clarification if required.