

should be made to the House Warden concerned, who will pass them on to the Hall Warden for consideration by a committee consisting of Wardens and students.

### STUDENTS LEAVING RESIDENCE DURING THE ACADEMIC YEAR

(a) Students who wish to withdraw from residence before the **end of the academic year**, must give notice of such intention, in writing, to the **Student Bureau / Deputy Director: Residential Operations**.

(b) Any student who has registered for a course of study and who, for any reason, leaves the residence during the course of the year, is liable for fees according to the scale set out in the section on "Fees and Charges".

(c) Students who have withdrawn from residence during the course of the year must vacate their rooms within 24 hours of having submitted such notification to the University.

### ELECTRICAL APPLIANCES

No fridges, hot plates, snackwich makers, immersion heaters or other cooking appliances are permitted in residence rooms. Kettles are allowed.

### RESIDENCE BOOKING

Students must apply for residence accommodation

for subsequent years by a date made known in a circular published by the Registrar each year.

**Please note that in view of the demand for residence accommodation, the application must be submitted to the Student Bureau on or before the due date.**

### MEAL MANAGEMENT SYSTEM

A computerised meal management system operates in all dining halls. Students who have been awarded bursaries, NSFAS loans or full financial aid packages may not withdraw any credit balance from their account. Students will be refunded twice yearly (at the end of each semester) with the credit owing to them as a result of un-booking meals. Meal credits will **not** be paid out at other times. Meal refunds are limited to a maximum amount per semester. See residence fees for details.