

# Student Housing Policy



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## 1 Purpose

The purpose of this Policy is to govern the rental, eligibility, allocation, and management of Crawley Village properties to provide accommodation that supports the academic success and wellbeing of eligible students, while ensuring equitable access and sustainable property management.

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## 2 Student Housing

- (A). The University owns and operates various accommodation facilities for students. This Policy applies exclusively to Crawley Village and does not apply to University residential colleges or other student accommodation facilities, which are governed by separate policies and

arrangements.

- (B). Crawley Village is purpose-designed to provide independent living accommodation for eligible postgraduate students and their families. It comprises self-contained houses and apartments that operate as traditional rental properties, distinct from the collegiate model offered at University Hall, St Catherine's College, St George's College, St Thomas More College, and Trinity Residential College.
- (C). Students may be allocated occupation of a Crawley Village property in accordance with eligibility outlined in this Policy.
- (D). The Tenancy Agreement Holder is the eligible student as defined in 2.3 who is the listed signatory of the Tenancy Agreement for the property.
- (E). Occupation of Crawley Village properties is restricted to Occupants as defined in this Policy.
- (F). Sub-letting or assignment of a tenancy is strictly prohibited without prior written approval from the Property Manager. All persons residing in the property must be either named on this Tenancy Agreement or be Permitted Occupants as defined in the Student Housing Policy.
- (G). The Tenancy Agreement Holder must meet the eligibility criteria in section 2.3 at all times. Permitted Occupants are not required to meet the eligibility criteria in section 2.3.
- (H). The Tenancy Agreement Holder must notify the Property Manager in writing within seven (7) days of:
  - (1) any change in Occupants residing in the property;
  - (2) their enrolment status changing such that they cease to be an Active Student; or
  - (3) no longer meeting the eligibility criteria set out in section 2.3.
- (I). Failure to notify as required in 2(H) may result in termination of the Tenancy Agreement within four (4) weeks of the University becoming aware of the changed eligibility.
- (J). A Student may occupy a Crawley Village property for a maximum cumulative period of four (4) years from the commencement date of their first Tenancy Agreement with the University. This four (4) year period applies regardless of:
  - (1) any change in the Student's course of study, discipline, or qualification level;
  - (2) any change between full-time and part-time enrolment status;
  - (3) any transfer between different Crawley Village properties; or
  - (4) any breaks in tenancy or re-commencement of a new Tenancy Agreement.

Any exception to the maximum tenancy duration is strictly at the discretion of the University.

## 2.1 Property Allocations

- (A). The UWA Property Manager(s) manages all expressions of interest, viewings and allocations.

## 2.2 Rent Setting

- (A). Property Managers will undertake rent rate reviews annually in line with the latest consumer price index and comparable residential tenancy market rates.
- (B). Rental increases will be implemented once every 12 months for existing tenancies or upon commencement of a new tenancy agreement.

## 2.3 Eligibility

### 2.3.1 Standard Property Eligibility

- (A). An Eligible Student is an enrolled and Active Student who meets the criteria in 2.3.1(B)
- (B). Eligibility for standard Crawley Village properties will be prioritised according to —
  - (1). enrolment/appointment type —
    - (a). full-time enrolled postgraduate Student;
    - (b). part-time enrolled postgraduate Student;
    - (c). Research Associates; and
  - (2). postgraduate program type —
    - (a). Higher Doctorates;
    - (b). Doctor of Philosophy (PhD) including combined degree variants;
    - (c). Professional Doctorate;
    - (d). Master's Degree by Research (thesis only);
    - (e). Master's Degree by Research (creative work);
    - (f). Master's Degree by Research (thesis and creative work);
    - (g). Master's Degree by Thesis and Creative work;
    - (h). Master's Degree by Coursework;
- (C). Any exception is strictly at the discretion of Campus Management.

### 2.3.2 Bequest Property Eligibility

- (A). An Eligible Student is an enrolled and Active Student who meets the criteria in 2.3.2(B)
- (B). Eligibility for Bequest Properties will be prioritised using the following order of merit
  - (1). Higher Doctorate;
  - (2). Doctor of Philosophy, including combined degree variants;

- (3). Professional Doctorate;
  - (4). Master's Degree by Research (thesis only);
  - (5). Master's Degree by Research (creative work);
  - (6). Master's Degree by Research (thesis and creative work); and
  - (7). Master's Degree by Thesis and Creative work.
- (C). Bequest Properties will not be available to other postgraduate Students.

## **2.4 Property Maintenance**

- (A). Property Managers and/or assistants will conduct a thorough inspection of each property once a semester, and/or upon expiry or renewal of the Tenancy Agreement, to identify any required maintenance needed to keep properties appropriately maintained.
- (B). The Tenancy Agreement Holders and Permitted Occupants must report all maintenance issues to the Property Manager promptly.
- (C). Property Managers will respond to all maintenance issues and allocate to relevant trades as determined by level of urgency.

## **2.5 Renewing a Tenancy Agreement**

- (A). Property Managers must review the eligibility of the Tenancy Agreement Holder prior to the renewal of a new tenancy period, including:
  - (1) whether the Tenancy Agreement Holder continues to meet the eligibility criteria in section 2.3; and
  - (2) whether all Occupants remain within the categories of Permitted Occupants as defined in this Policy.
- (B). A Tenancy Agreement may only be renewed if:
  - (1) the Tenancy Agreement Holder continues to meet the eligibility criteria in section 2.3; and
  - (2) all Occupants are Permitted Occupants as defined in this Policy.
- (C). Where the Tenancy Agreement Holder no longer meets the eligibility criteria in section 2.3, or where persons residing in the property are not Permitted Occupants, the Property Manager must provide written notice that the Tenancy Agreement will not be renewed, in accordance with University procedures.

## 2.6 Tenancy Agreements

(A) Occupation of Crawley Village properties is governed by a Tenancy Agreement between the University and the eligible student.

(B) Tenancy Agreements set out the terms and conditions of occupation, including rent, maintenance responsibilities, permitted occupants, grounds for termination, and dispute resolution procedures.

## 2.7 Complaints and Dispute Resolution

(A) The Tenancy Agreement Holder may raise concerns or complaints about their tenancy through the University Policy on Student Complaint Resolution (UP07/98) available at [www.complaints.uwa.edu.au](http://www.complaints.uwa.edu.au)

(B) The University encourages early and informal resolution of tenancy concerns directly with the Property Manager before submitting a formal complaint.

(C) The Tenancy Agreement Holder may seek external resolution through Consumer Protection Western Australia or other relevant external bodies if not satisfied with the University's internal processes.

# Definitions

**Active Student** means a Student whose enrolment status is recorded as "active" in the University's student management system.

**Bequest Property** means properties gifted to the University from a deceased estate.

**Standard Properties** are properties purchased by the University using funds from an Endowment fund as defined in the Gift Acceptance and Governance Policy, or any other University-owned properties not classified as Bequest Properties.

**Campus Management** refers to the University department responsible for the management of Crawley Village and facilities, including any external Property Managers appointed by that department.

**Crawley Village** means the portfolio of University owned residential properties located within the suburb of Crawley, Western Australia, comprising apartment complexes and residential houses, managed by Property Managers appointed by Campus Management under this Policy.

**Maximum Tenancy Duration** means the cumulative period of four (4) years from the commencement date of a Student's first Tenancy Agreement with the University for a University Owned Residential Property, as specified in section 2(l).

**Occupants** means persons authorised to reside in a Crawley Village property comprising:

- (a) the Tenancy Agreement Holder; and
- (b) Permitted Occupants.

**Permitted Occupants** means:

- (a) the Partner of the Tenancy Agreement Holder; and/or
- (b) Dependent Children of the Tenancy Agreement Holder or their Partner.

**Dependent Children** means:

- (a) biological, adopted, step-children, or foster children of the Tenancy Agreement Holder or their Partner; who
- (b) are under 18 years of age; and
- (c) are financially dependent on the Tenancy Agreement Holder or their Partner.

**Partner means** a person who is:

- (a) married to the Tenancy Agreement Holder;
- (b) in a registered civil union or domestic partnership with the Tenancy Agreement Holder; or
- (c) in a de facto relationship with the Tenancy Agreement Holder, being persons living together as a couple on a genuine domestic basis.

**Eligible Student** means a Student who:

- (a) is an Active Student; and
- (b) meets the eligibility criteria specified in section 2.3.1 (for Standard Properties) or section 2.3.2 (for Bequest Properties).

Only the Tenancy Agreement Holder must be an Eligible Student. Permitted Occupants are not required to be Eligible Students or to meet any student eligibility criteria.

**Tenancy Agreement** is defined as the agreement for a Crawley Village property. A copy of a Tenancy Agreement can be accessed by emailing [pm-residences@uwa.edu.au](mailto:pm-residences@uwa.edu.au)

**Tenancy Agreement Holder** is defined in section 2.

**Property Manager** means the Campus Management staff member or external agent appointed by the University to manage Crawley Village Properties.

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