

By-Laws of International House – The University of Sydney

International House has been set up as a University Hall of Residence in order to provide an educational environment for Australian and overseas students of the University with provision for both resident and non-resident students and such others as may assist its purposes.

DEFINITIONS

1. In these By-Laws, unless the context or subject otherwise indicates or requires:
 - ‘House’ means International House, The University of Sydney;
 - ‘Council’ means Council of International House;
 - ‘University’ means The University of Sydney;
 - ‘Director’ means the Director for the time being of International House;
 - ‘Senate’ means Senate of the University;
 - ‘By-Law’ means any By-Law by the Council;
 - ‘Resident’ means any person for the time being admitted to residence in the House except as a transient guest;
 - ‘Non-Resident’ means any person for the time being admitted to the rights and privileges of non-resident membership of the House;
 - ‘Member’ means any person who is either a Resident or Non-Resident as defined herein.

RESIDENCE

2. Every person desiring to be admitted as a Resident shall make application in writing in or to the effect of Form No. 1 in the schedule hereto.
3. Every person desiring to be re-admitted as a Resident shall make application in writing in or to the effect of Form No. 2 in the schedule hereto.
4. (a) Residential accommodation in the House is allotted only for one academic year or session.

(b) A Resident may re-apply for accommodation for a subsequent academic year or session.

Terms and Vacations

5. Terms and vacations shall be as decided by the Council and set out from time to time in the Academic Year Information Sheet.

Fees and Method of Payment

6. The fees payable for residence, and, where applicable, meals, shall be as decided by the Council and set out from time to time in the Academic Year Fee Information Sheet.
7. The Council reserves the right to increase fees or charges during the year should it consider that circumstances make this necessary or desirable.
8. A registration fee and a key and breakage deposit are payable in amounts as decided from time to time by the Council and published in the Academic Year Fee Information Sheet.
9. Upon notification of acceptance, a room deposit of up to four weeks rent is required before definite room assignment will be made. Deposits are refundable only if the applicant is not admitted to The University of Sydney, or if he or she cancels at least four weeks before the commencement of the ensuing term.

Early and Late Arrivals and Vacation Residence

10. Residents may be permitted to occupy a room prior to commencement of term or during vacation by arrangement with the Director and on the conditions and at the rates from time to time decided by the Council.
11. The Director must be notified in advance regarding both early and late arrivals. Rooms will be held until the first day of term for those who have paid deposits. If arrangements have not been made with the Director for late arrival, the reservation may be cancelled and the deposit forfeited.
12. Every applicant for residence during vacation shall make application in writing in or to the effect of Form 3 in the Schedule hereto.

Contract

13. Every person desiring to be admitted as a resident shall before admission sign a contract in or to the effect of Form 4 in the Schedule hereto, and pay the charges as set out therein.

NON-RESIDENT MEMBERSHIP

14. Non-resident Membership of the House is open to Australian and overseas students in The University of Sydney and to members of the academic and administrative staff. The maximum number of Non-Resident Members shall be as determined from time to time by the Council.
15. All the facilities of the House are available to Non-Resident Members except that Non-Residents should visit the residential floors only as guests of a Resident.
16. Every applicant for Non-Resident Membership shall make application in writing in or to the effect of Form 6 in the Schedule hereto.

Fees

17. Fees payable for Non-Resident Membership shall be as decided from time to time by Council.

Membership Card

18. A Membership Card will be issued and should always be carried in the House.

Meals

19. Breakfast, lunch and dinner are available in the Main Dining Hall on Level I. Meal hours and costs are posted on the Notice Board in the Foyer on Level II. Meals are paid for as taken, or alternatively a Meal Contract may be entered into for a minimum period of one term or an entire vacation at the rate fixed by the Council and stated in the current Non-Resident Information Sheet.

Accommodation

20. Non-Resident Members may be permitted to occupy a room in the residence. Application shall be made in or to the effect of Form 5 in the Schedule hereto.

TRANSIENT ACCOMMODATION

21. Every applicant for transient accommodation shall make application in writing in or to the effect of Form 5 in the Schedule hereto.
22. Accommodation may be granted in accordance with the terms of such application or upon any terms approved by the Council.

GENERAL

Guests

23. Members may bring guests into the House. They are responsible for the conduct of their guests.

Parties and Meetings

24. Meeting Rooms and a small Dining Room and Kitchen may be reserved. Bookings are made at the Front Desk.

Authority of Director

25. The Director shall have authority:
 - (a) to admit or refuse to admit any applicant for membership of, or residence at any time in the House,
 - (b) to assign any room to any applicant,
 - (c) to require any resident at any time to vacate any room and to occupy any other room

26. (a) The Director may require any Member or Transient whom he considers to have conducted him or herself in the House in a manner which is unacceptable, to vacate any room occupied by the Member or Transient within 48 hours of receiving Notice in writing of the requirement to vacate until the next meeting of the Council. The Member or Transient shall cease to be entitled to any rights or privileges in relation to residence in or membership of the House during that period.
- (b) Where such a Member or Transient wishes to appeal against any action by the Director under By-Law 26(a) he shall do so in writing through the Director to the Council within seven days after receiving Notice under By-Law 26 (a). Within a reasonable time of lodging an appeal the Member or Transient will be supplied with the reason or reasons for the Director's action and notified of the date of the next meeting of the Council at which the appeal shall be heard. The Member or Transient may appear in person before the Council on the occasion of the Council hearing the appeal.
- (c) The Council may reinstate any rights or privileges of any such Member or Transient in relation to residence in or membership of the House or may suspend for any period which the Council sees fit or terminate any rights or privileges of any person in or in relation to residence in or membership of the House if in the opinion of the Council the presence of such person in the House is undesirable or if in the opinion of the Council such suspension or termination is desirable.

MEMBERS' ASSOCIATION

27. The International House Members' Association to which all Members belong has an annual subscription fee for Resident Members. The subscription fee may be varied from time to time by the Association. The subscription payable will be added to the Member's Account from the House.

THE SCHEDULE

Form No. 1	Residence Application
Form No. 2	Residence Re-application
Form No. 3	Vacation Residence Application
Form No. 4	Contract
Form No. 5	Transient Residence Application
Form No. 6	Non-Resident Application