

## Annexure D

### POLICY AND REGULATIONS CONCERNING RENEWAL OF PLACEMENT IN JUNIOR RESIDENCES, **BLOEMFONTEIN** CAMPUS

#### 1. PURPOSE OF THE POLICY

**The regulations should be read with the goals of the Integrated Transformation Plan (ITP)**

- 1.1 To promote an academic culture in the residences.
- 1.2 To improve the throughput rate of residents.
- 1.3 To provide criteria against which residents can measure their academic performance to ensure renewal of placement for the following year.
- 1.4 To encourage residents in junior residences to complete their courses within the minimum period.
- 1.5 To ensure a healthy numerical balance between first-year and senior students in residences.
- 1.6 To give first-year students the opportunity to become well adapted and adjusted to a higher education environment.

#### 2. APPLICATION OF THE POLICY

- 2.1 Only registered bona fide UFS students are accommodated in residences.
- 2.2 This policy is also applicable to newly elected members of the Student Representative Council and the residence committees, as these residents had to meet the academic criteria in order to be elected.
- 2.3 A maximum of sixty per cent (50% for 2019 and 40% for 2020) of the capacity of every junior residence will consist of senior students (including current first-year students whose placements have been renewed – see paragraph 3.5). This number determines the cut-off point on the precedence list.
- 2.4 Residents not qualifying for renewal of placement will be required to vacate the residences concerned on the day at the end of the second semester.
- 2.5 In order to be granted a renewal of placement for the next year, a resident has to comply with all the criteria as set out in par. 3.
- 2.6 The impact and implementation of the policy should be monitored annually. Omit this point
- 2.7 Discretion and flexibility with regard to the application of the policy is afforded to the Director: Housing and Residence Affairs. Omit this point
- 2.8 The alignment with other policies related to the management of diversity should be monitored closely. Omit this point
- 2.9 This policy will be applied by the Housing and Residence Affairs Division.

#### 3. PROVISIONS OF THE POLICY

##### Academic

- 3.1 The **academic merit of a resident** is calculated on the basis of the number of credits obtained during the examination opportunities for the previous two semesters.
- 3.2 A **list of precedence** is compiled based on the academic merit (number of credits calculated in par. 3.1) of the existing residents of a residence (current first-year students excluded).

- 3.3 The **cut-off point** on the list of precedence is calculated on the basis of the number of students that equals 60% (50% in 2019 and 40% in 2020) of the capacity of the residence. Footnote to be inserted: It should be noted that the criteria for SRC/RC election is different to this criteria.
- 3.4 If the cut-off point has been reached with **more than one student having the same number of credits above or below the cut-off point**, these students will be granted renewal of placement.
- 3.5 Bona fide first-year students **must indicate their intent to renew their placement in order to** be granted renewal of placement for their second year of residence. Placement renewal of students in their second year of residence for their third year of residence will depend on their position on the list of precedence.
- 3.6 **A student who did not stay in a residence in their first year and want to reside for the second or subsequent years** must meet the requirements as set out in par. 3.2 in order to be granted renewal of placement.
- 3.7 A student who was registered at another tertiary institution and later registers at the UFS and resides in a residence for the first time must meet the requirements as set out in par. 3.2 in order to be granted renewal of placement. (Academic success achieved at the previous tertiary institution will be considered on merit.)
- 3.8 Any student who, after application of the provisions, is not granted renewal of placement may be **considered** for placement renewal in the second semester of the subsequent year (i.e. no accommodation during the first semester of the subsequent year). Such students must obtain at least **120 credits** during the examination opportunities of both the preceding semesters in order to be granted renewal of placement.

#### **Maximum age limit**

- 3.9 A resident may be granted a renewal of placement for the next year of residence if his/her age is 22 years or younger on 31 December of the current year.

#### **Financial**

- 3.10 A resident (including first-year students and members of the Students' Representative Council and residence committees) will be granted renewal of placement **if the student meets the financial requirements of the University to register**.
- 3.11 In cases where **written proof** can be provided that a bursary will be paid out **on or before 30 September**, the placement renewals of the students concerned will not be cancelled. **No postponement** for the submission of written proof will be allowed after 30 September.
- 3.12 **The payment** of outstanding debt on the account on or before 31 December remains the responsibility of the student.

#### **4. APPEALS AGAINST POLICY**

- 4.1 **Students has the right to appeal the outcome of the Renewal of Placement Process to the office of the Senior Director: Housing and Residence Affairs and the Advisory Committee on Residence Placements.**
- 4.2 **In the event that a student is still unsatisfied after the intervention of the Director: Housing and Residence Affairs, this student can appeal to the Dean: Student Affairs, who will make the final decision. Omit this point**

2014-03-05  
2018-03-26

DRAFT