

## REQUEST FOR ACCOMMODATION

**Accommodation Request form, together with the Airport Transfer Request form, MUST be completed and returned by fax or email  
AT LEAST 2 WEEKS BEFORE ARRIVAL**

Return this form at least 2 weeks before you arrive to:

The Accommodation Officer  
La Trobe University International College  
E: [accommodation@latrobe.edu.au](mailto:accommodation@latrobe.edu.au)  
Tel: +613 9479 1543, Fax: +613 9479 3676

**Please note the Accommodation Placement fee of \$160 must be paid to the International College before your arrival or your accommodation may not be arranged. You must notify us if you cancel your accommodation booking.**

### STUDENT DETAILS

Family name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Student ID: \_\_\_\_\_ Sex: \_\_\_ Male / \_\_\_ Female Date of Birth: \_\_\_ / \_\_\_ / \_\_\_  
 Country: \_\_\_\_\_ Email: \_\_\_\_\_  
 Course: \_\_\_\_\_ Start Date: \_\_\_ / \_\_\_ / \_\_\_

### AGENT'S DETAILS - for correspondence (where applicable):

Agency Name: \_\_\_\_\_ Counsellor: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

### ARRIVAL DETAILS

Expected arrival date in Melbourne: \_\_\_ / \_\_\_ / \_\_\_ Expected length of stay: \_\_\_ weeks  
 Expected date and time of arrival at the Accommodation: \_\_\_\_\_

### ACCOMMODATION PREFERENCE (please select)

**1. Temporary Accommodation:** Number of nights \_\_\_\_\_ @ either:

\_\_\_\_\_ Le Student 8, \_\_\_\_\_ Parkside Inn, OR \_\_\_\_\_ BM Guesthouse

**2. Homestay** \_\_\_\_\_

With children: \_\_\_\_\_ Without children: \_\_\_\_\_ Either: \_\_\_\_\_

\_\_\_\_\_ Can eat any kind of food \_\_\_\_\_ cannot eat: \_\_\_\_\_

Smoker: \_\_\_\_\_ Yes \_\_\_\_\_ No Pets: \_\_\_\_\_ Like \_\_\_\_\_ Dislike

Student's hobbies or interests: \_\_\_\_\_

Do you have any medical conditions or allergies? \_\_\_\_\_ No \_\_\_\_\_ Yes

If yes, please specify: \_\_\_\_\_

Will you be taking prescribed medication after you arrive in Melbourne? \_\_\_\_\_ No \_\_\_\_\_ Yes

Please note if there any other special considerations: \_\_\_\_\_

### Conditions

**Accommodation Placement fee is non-refundable. Homestay is a minimum of 4 weeks, requires a deposit of \$300, and is paid in instalments (\$215 per week) direct to the Homestay host. Homestay includes a furnished single room with 2 meals per week-day and 3 meals on weekends, and requires 2 weeks notice to vacate. Temporary accommodation options range in price from \$60 to \$90 per night, and do NOT include food. If you are under 18 years of age, any requests or changes to your Homestay arrangements must be made by your Carer/Guardian and approved by the International College or your enrolment may be terminated.**

Student's signature: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

If under 18 years of age:  
 Parent or Guardian's signature: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_