



University of
Southern
Queensland

Residential Colleges Application Guide

New residents

Contact us:

 unisq.edu.au/accommodation

 +61 7 4631 2650

 accommodation@unisq.edu.au

CRICOS: QLD 00244B, NSW 02225M TEQSA: PRV12081



Applying to Residential Colleges



1

Find the right college for you

You're able to select up to five accommodation preferences, so browse the [Residential Colleges website](#) to view the different room options and watch our virtual room tour videos.

We also suggest you [book a tour](#) of the Colleges, if you are in the area.

2

Prepare

Applications require the following:

- A reference letter from a recognised independent authority (e.g. school or landlord)
- A copy of your most recent academic results (e.g. school report card or academic transcript)
- Responses to the three applicant assessment questions (please see the next page)
- Passport sized photo to upload

We strongly recommend taking some time to review the applicant assessment questions (next page) and having your responses ready before commencing the application process.

3

Apply via the Res Portal

Complete your application through our [Res Portal](#). If you have any questions or experience technical issues during the application process, please contact our team.

You will receive a confirmation email once your application is complete.

4

Offer rounds

You will receive an application update or offer of accommodation through our major offer rounds (dates listed on [our website](#)).

The offer email will include important information relating to your fees, the rental period and the due date for acceptance of your offer.

5

Respond to offer

Once you receive an offer of accommodation, you will need to accept the offer by the Res Portal and sign your [Accommodation Agreement](#). An acceptance deposit (4 weeks rent in advance) is also required to finalise your booking.

You will receive an email with a copy of your Accommodation Schedule, once the above is complete.

6

Stay up to date!

While you wait for your Accommodation Agreement to commence, keep up to date with us!



accommodation@unisq.edu.au



07 4631 2650



unisq.edu.au/accommodation



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[@usqedu](https://www.youtube.com/unisqedu)



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Responding to application questions



Prepare your application question responses

Before completing your application via the [Res Portal](#), please consider your answers to the below questions. We recommend preparing these answers prior to commencing your application to ensure you have considered responses.

Please provide a personal statement outlining why you would like to live at Residential Colleges and why you feel this is a suitable environment for you. (up to 300 words)

Why would you like to live on-campus?

What parts of Residential Life are you most interested in?

How would you balance your academic studies with residential life and other commitments (e.g. jobs)?

Describe how you have participated in, and contributed to, your school and/or wider community. (up to 300 words)

Describe your involvement in any school or community groups, clubs, or initiatives.

What extracurricular activities have you participated in?

What leadership role/s have you undertaken and what were your achievements?

The values of our University are Respect, Integrity and Excellence. How would you demonstrate these values while living on campus? (up to 100 words)

Please consider provide two examples.

Tips to answer these questions effectively:

- Make sure you individually address each question; carefully reading each one and breaking it down into parts ensuring you address each aspect thoroughly.
- The most important aspect of answering the questions is to provide evidence through stories and relevant examples.
- Abstain from using Artificial Intelligence (AI) to ensure you showcase your unique personal experiences and perspectives, something that AI cannot capture.

Remember that you will also need the following documents:

- A copy of your most recent academic results (e.g. school report card, TAFE, university or other higher learning academic transcript).
- A reference letter from a recognised independent authority (e.g. school or previous landlord). Please see pages 5 and 6 of this guide for examples of reference letters.
- Passport sized photo.



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Frequently asked questions



How do I apply to live at UniSQ Residential Colleges?

When you are ready to apply for Residential Colleges:

- Visit the [Res Portal](#) and Register for an account (if you haven't already). NB: this is not your university login information, as this is specific to the Res Portal.
- When logged in, click into the Application tab, selecting the term you wish to apply for and follow the steps to complete your application. As outlined above, it is strongly encouraged that you prepare your application question responses and have your relevant documents ready to upload.

When do applications close?

For consideration in each of the [offer rounds key dates](#), applications will be considered up to one week prior to the published offer round date.

What if I don't receive an offer in the first round?

There are generally a number of offer rounds for Academic Year Agreements. All applications received will be considered for future offer rounds - you do not need to re-apply.

What agreement periods are available?

The primary agreement period available each year is an Academic Year Agreement, which runs from Sunday of Trimester 1 Orientation Week until the day after Trimester 3 ends. Those starting in Trimester 2 will have an agreement period for Trimester 2 and 3.

Applications are welcome for trimester-based periods, however, these options are generally only available to exchange students and residents graduating through the year. Flexibility may also be provided for the Summer Period (between Trimester 3 and Trimester 1 of the following year), should you need to stay at the Residential Colleges for some or all of this time.

Should I apply to live at Residential Colleges if I have not received an offer to study at the University?

We encourage you to apply early for accommodation, even if you have not received your offer to study at UniSQ. There is generally high demand for accommodation.

What happens if I do not receive an offer to study at UniSQ, or accept an offer to another university, and I need to cancel my accommodation?

If you don't receive an offer to study at UniSQ, you can cancel your Accommodation Agreement up to four weeks prior, without incurring any fees. If you cancel within four weeks of the agreement start date, an Administration Cancellation Fee will apply (equivalent of four weeks accommodation fees).

How much does it cost to live at Residential Colleges?

Our accommodation fees are provided via our [Fees website](#).



UniSQ

Frequently asked questions



Can I update my preferences or roommate requests after I have submitted my application?

Yes, updated preferences can be emailed to accommodation@unisq.edu.au. If you have a roommate request, we ask that both residents email accommodation@unisq.edu.au with your request. Please note that while we try our best to accommodate these requests, sometimes it is not always possible.

I have a medical condition, accessibility or other special needs, can I still live on campus?

We have a number of accessible accommodation options available at McGregor College and Steele Rudd College (Outer Blocks). Please advise any requirements in your application and we'll contact you to discuss your individual needs and suitable accommodation offerings (where available).

What happens between the Academic Year Agreements (early December to early February)?

During the Summer Period Study Break (early December to early February), bookings are available to current residents; providing flexibility to stay at the Residential Colleges if needed. Study Break booking forms are released in October/early November each year.

What is the Early Entry program?

UniSQ Early Entry allows eligible Year 12 students the opportunity to receive an offer to study at UniSQ before ATARs are released - even before final exams. Students can receive early entry to university in one of two ways: via recommendation from a principal or principal's delegate, or successful completion of a UniSQ Head Start course.

Students successful in gaining a UniSQ Early Entry will automatically receive a residential scholarship, valued at two weeks' equivalent accommodation - that is applied to the first two weeks of Trimester One/Academic Year agreements. If you are successful to the Early Entry program and in receiving a Residential Colleges offer, the scholarship will be automatically applied to the first rental statement of the Trimester One/Academic Year agreement.

What if my circumstances change prior to my agreement start date and I need to cancel?

You can cancel your Accommodation Agreement up to four weeks prior, without incurring any fees. If you cancel within four weeks of the agreement start date, an Administration Cancellation Fee will apply (equivalent of four weeks accommodation fees).

Can I check in early?

We can generally accommodate early arrivals 7-14 days prior to the major check-in date, subject to availability. Requests must be made either in your offer response or by emailing our team. If your allocated room is not available at your requested check-in date, we will endeavour to accommodate you in a temporary room, however, it is not guaranteed.

What supports are available at Residential Colleges?

The Residential Colleges has an on-site Manager and student leaders, along with regular Support for Learning services and an active presence from our Campus Safety and Security team. Further information is available on our [Services page](#).



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Example reference letters



A reference letter is required from a recognised independent authority such as a school or a previous landlord. This letter should identify you and attest to your character and, where possible, reference any community/school participation and leadership roles. If it is not possible to attain a letter from a school or previous landlord, a reference letter from a community group such as a sporting organisation or church may be suitable. Examples are provided below.

Greenridge Secondary College
123 Forestview Road
Willowbrook, QLD 4350
greenridge.admin@schoolmail.edu.au | (07) 3456 7890

30 June 2025

To whom it may concern,

I am pleased to write this letter of recommendation for Emily as she applies to live at Residential Colleges. As her Deputy Principal at Greenridge Secondary College, I have had the privilege of watching Emily grow into a dedicated student and an inspiring young leader.

Emily has consistently demonstrated a strong commitment to academic excellence. She approaches her studies with enthusiasm and discipline, maintaining impressive results across all subjects. Her ability to balance academic demands with extracurricular responsibilities speaks volumes about her work ethic and maturity.

Beyond the classroom, Emily has made a significant impact through her involvement in our school's community service group. She has volunteered regularly at the local soup kitchen each month, and has mentored younger students in our primary school literacy program. Her compassion and willingness to serve others are qualities that make her a valued member of our school community.

Emily also holds the position of School Vice-Captain, a role she fulfills with integrity and dedication. She leads by example, supports her peers, and contributes to a positive school culture. Her leadership is marked by empathy, initiative, and a genuine desire to make a difference.

I am confident that Emily will thrive in a Residential College environment, contributing meaningfully to the community while continuing to pursue her academic and personal goals. She would be a wonderful addition to your college, and I strongly support her application.

Please feel free to contact me if you require any further information.

Warm regards,
Mr. Daniel Thompson
Deputy Principal
Greenridge Secondary College
greenridge.admin@schoolmail.edu.au | (07) 3456 7890

Example reference letters



Willowbrook Netball Club
22 Maple Lane
Willowbrook, QLD 4350
president@willowbrooknetball.org.au | (07) 4321 8765

30 June 2025

To whom it may concern,

I am pleased to recommend Jordan for residence at your Residential College. Jordan has been an active and valued member of the Willowbrook Netball Club for the past three years, consistently demonstrating dedication, teamwork, and a strong sense of community.

As a player, Jordan brings energy and focus to every training session and match. They are reliable, respectful, and always willing to support their teammates. Beyond the court, Jordan regularly assists with setup, equipment management, and junior training sessions—often volunteering their time without being asked.

Jordan's character is one of quiet leadership and generosity. They contribute positively to our club culture and are well respected by both peers and coaches. I believe they will bring the same spirit of involvement and integrity to your college community.

Please feel free to contact me if you need any further information.

Warm regards,
Ms. Rebecca Lane
President
Willowbrook Netball Club
president@willowbrooknetball.org.au | (07) 4321 8765

Willowbrook Community Church
45 Elm Street
Willowbrook, QLD 4350
pastor.james@willowbrookchurch.org.au | (07) 4567 1234

30 June 2025

To whom it may concern,

It is with great pleasure that I write this letter of recommendation for Daniel, a devoted member of our congregation and an outstanding young leader. As Pastor of Willowbrook Community Church, I have had the privilege of working closely with Daniel over the past several years, in his youth leader role, and have witnessed his unwavering commitment to faith, service, and personal growth.

Daniel has been an active participant in our Youth Leadership Group, where he has consistently demonstrated maturity, compassion, and initiative. He has helped organize youth retreats, led weekly discussion groups, and mentored younger members of our church community. His ability to connect with others and foster a welcoming environment has made him a role model among his peers.

In addition to his leadership within the church, Daniel is deeply involved in community service. He regularly volunteers with the Willowbrook Outreach Collective, assisting with food distribution, neighborhood clean-up efforts, and support programs for local families. His dedication to serving others is rooted in genuine empathy and a strong sense of responsibility.

Outside of his church and volunteer work, Daniel is also an enthusiastic basketball player. He plays basketball with the Willowbrook Wildcats, where he has shown teamwork, commitment and discipline for the past five years. His participation in the team reflects his commitment to personal health, collaboration, and perseverance.

Daniel's character, leadership, and service make him an ideal candidate for your Residential College. I am confident that he will contribute positively to your community and continue to grow in all aspects of his life. I wholeheartedly support his application and encourage you to consider him for residence.

Please feel free to contact me if you require any further information.

Blessings,
Pastor James Mitchell
Willowbrook Community Church
pastor.james@willowbrookchurch.org.au | (07) 4567 1234



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We look forward to reviewing your application!

