

**Dear UKZN RESIDENCE STUDENT**

**FIRST SEMESTER RESIDENCE CLOSURE PROCEDURE – 2025**

**The 2025 first semester examination including all continuous assessment opportunities ends on 13<sup>th</sup> June 2025. First semester supplementary examinations commence on the 20<sup>th</sup> June 2025 to 27<sup>th</sup> June 2025 (Senate approved Sessional dates)**

**Please note the following important points:**

- 1. ALL RESIDENCE STUDENTS ARE EXPECTED TO VACATE their residences no later than 16h00 on Saturday, 28<sup>th</sup> June 2025. This applies to all on and off campus, including leased residences. Submissions from individual lecturers (or similar) in support of a student remaining in residence will not be accepted by DSRA. Only requests forwarded and supported by the College Deans, Dean/Head of School, the International Students Office and received by the respective DSRA offices on or before 26<sup>th</sup> June 2025, will be accepted. No submissions will be dealt with after this date.**
- 2. Students whose names are on the lists from Colleges/Schools/International Students Office are expected to sign a vacation accommodation form with their Residence Administrators between the 13<sup>th</sup> to 26<sup>th</sup> June 2025. This only applies to students who have academic commitments during the vacation period.**
- 3. Students who qualify for the extended accommodation process will be charged per day. The extended accommodation fee is payable upfront, before admission to vacation residences. The method of payment is obtainable from the DSRA offices.**
- 4. DSRA will identify vacation residences on each campus where all students with permission to stay behind will be accommodated. Approved vacation students are expected to comply with the request to move to the respective vacation residences identified by DSRA.**
- 5. A skeleton shuttle will be provided to off campus residences during supplementary examinations (UKZN Owned & Leased Residences) starting on the 20<sup>th</sup> June 2025 and WILL END AT 17h00 on the 27<sup>th</sup> June 2025 for all campuses. Please note that transport will not be provided from the 14<sup>th</sup> – 19<sup>th</sup> June 2025.**
- 6. All residences will officially open on the 18<sup>th</sup> July 2025 second semester for all campuses except for Medical School residences because of their Sessional Dates.**

**Please take note of the following RESIDENCE EXIT procedure:**

- All students must sign out on the register with their respective RA's.
- All belongings in the box rooms are stored at OWNER'S RISK.
- Students who need to store their belongings must ensure that they are packed into labelled boxes, clearly marked with student name, student number and room number. Students are to ensure that they register their belongings with the RA before storing them in the box rooms.
- Fridges must be emptied, defrosted, dried completely inside.

- Any personal belongings found in student rooms will be removed and kept at owner's risk, and such owners shall be fined for not removing their belongings.
- Box rooms will be officially re-opened on 18<sup>th</sup> July 2025. All personal belongings must be taken out of the box room within 7 days of the official start of the second semester academic calendar. If belongings are not collected after 7 days, the department will have no option but to dispose of them.
- A verification of room assets and contents will be conducted, and if there are damages to University assets in students' rooms, the student will be liable for the cost of replacing the assets.

The Department of Student Residence Affairs takes this opportunity to wish all students well for the holidays with their families! Travel safe, and take care of your health and well-being over the winter holidays.

Sincerely,

**Ms. S. Machi**

**Interim Director: Department of Student Residence Affairs**