



# LICENCE FEES & PAYMENT SCHEDULE

ACADEMIC YEAR 2022-23

VERSION 0.1

STATUS: APPROVED

ROS GEAL UNIVERSITY RESIDENCE  
19 University Road, Galway, H91  
WY1F  
[www.rosgeal.org](http://www.rosgeal.org)

3 OCTOBER 2020

## 1. LICENCE FEES & PAYMENT SCHEDULE

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Licence Fees must be paid in advance as laid out in the table below. Failure to pay by the specified due date will result in the offer of accommodation being withdrawn unless an alternative arrangement has been agreed with Ros Geal (the “Residence”) in writing.

While the Ros Geal is happy to answer enquiries from parents, it should be noted that the Licence Agreement is between the student and the Residence, and the student is, therefore, responsible for adhering to the terms of the Licence Agreement.

<b>Year 2022-2023</b>	<b>Amount</b>	<b>Due Date</b>
Deposit	€300	At time of booking
Semester 1: 30 Aug to 16 Dec 2022 (incl.)	€4,064	1 Sep 2022
Semester 2: 03 Jan to 05 May 2023 (incl.)	€4,572	1 Dec 2022

### 1.1. DEPOSIT

A Deposit of €300 is required to be paid at the time of booking in order to secure a place in the residence. Should a student cancel her booking the Deposit may be forfeited (see Cancellation Policy below for details).

A student’s Deposit will be refunded in full at the end of the Licence Period subject to her room not being damaged and no inventory items being missing. However, should a student terminate her Licence Agreement before the End Date all, or part, of the deposit may be forfeited (see Cancellation Policy below for details).

### 1.2. PAYMENTS

All payments should be made by bank transfer unless otherwise agreed with the Residence. Ros Geal’s bank account details are available on its website.

## 2. CANCELLATION POLICY

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### 2.1. CANCELLATION PROCEDURE

All cancellations must be made by email to [rosgeal@gmail.com](mailto:rosgeal@gmail.com) or hand delivered/posted to Ros Geal. Cancellations by phone cannot be accepted. A receipt of cancellation will be provided as confirmation of a student’s cancellation. If a student does not receive a receipt, she should contact Ros Geal immediately by telephone or by email to ensure successful cancellation of her booking.

A student who does not formally cancel her booking prior to taking up residence will automatically forfeit her deposit. A student who has already taken up residence and does not formally terminate her Licence Agreement will be held liable for all the Licence Fees due under her Licence Agreement as her room cannot be offered to another student while her Licence Agreement is still in place.

### 2.2. CANCELLATION OF BOOKING BEFORE THE START DATE OF THE LICENCE PERIOD.

Should a student cancel her booking within 24 hours of making a booking she will be refunded her Deposit in full.

Should a student cancel her booking more than 24 hours after making her booking, but prior to the Start Date of the Licence Period, she will be refunded her Deposit and any Licence Fees that have been paid less an administrative fee of €50.

### **2.3. TERMINATION OF LICENCE AGREEMENT DURING THE LICENCE PERIOD.**

Should a student terminate her Licence Agreement after the Start Date of the Licence Period, she will be liable for all Licence Fees due under the Licence Agreement. Licence Fees that have already been paid will not be refunded and she will also be liable for Licence Fees which are due at a future date but have not yet been paid.

Ros Geal will make reasonable efforts to re-licence the student's room and, in the event that the Residence is able to re-licence the room, the student will be entitled to receive credit for those Licence Fees due which correspond to the period in which the room has been re-licensed.

Subject to the condition that all Licence Fees under the Licence Agreement have been paid, a student's Deposit will be refunded in full provided that:

- the student's room has not been damaged and is left in a clean and tidy condition
- there are no outstanding charges

Should the above conditions not be met, the Deposit will be returned less monies due. Should the Deposit not be sufficient to meet monies due, the student will be held liable for the remainder of the monies due.

### **2.4. TERMINATION OF LICENCE AGREEMENT DUE TO COVID-19 RESTRICTIONS**

A student may terminate her Licence Agreement due to COVID-19 Restrictions under the following conditions:

1. The Residence is forced to close in order to comply with Government regulations
2. The third level institution which the student is attending is either forced to close or move online in order to comply with Government regulations. In this case, the student will be required to provide evidence from the third level institution in question.
3. There is an outbreak of COVID-19 in the Residence and the student, for health reasons, is compelled to find alternative accommodation. In this case, the student will be required to provide a medical certificate from her GP.

In all the above cases the student should follow the Cancellation Procedure outlined above.

Should a student terminate her Licence Agreement under this clause, her Deposit will be returned in full provided that:

- her room has not been damaged and is left in a clean and tidy condition
- there are no outstanding charges

Should the above conditions not be met, the Deposit will be returned less monies due. Should the Deposit not be sufficient to meet monies due, the student will be held liable for the remainder of the monies due.