

LIVING@UCT

A Guide to UCT's First Tier Residences



DEPARTMENT OF STUDENT AFFAIRS

STUDENT HOUSING AND RESIDENCE LIFE
Handbook 2.1



Dear Prospective Student

This brochure explains how our residence system functions and it also aims to familiarise you with the dynamics of residence life in general. More information can be found in the Undergraduate Prospectus and the Student Accommodation General Application Information: Handbook 1.

Residence life is an integral and important part of your university experience. Student Housing and Residence Life at the University of Cape Town strives to ensure that an optimum 'living and learning' environment is the foundation of our residence culture. Every effort is made to ensure that your residence life experience will foster your holistic development as well as being fully supportive of your academic programme.

The First Tier (junior) residences have in place various governance structures and programmes that strive to make our residences a 'home away from home'. On your arrival you will be warmly welcomed by your warden, assistant warden/s (larger residences), subwardens, house committee members and other student leaders. They are there to facilitate your smooth transition into 'independent' living – for many first-time students an unfamiliar experience. You will also receive a 'Welcome Pack' that includes details of the programmes and support structures available to you in the residences, such as Orientation, Mentors, Peer Helpers and Life Skills workshops.

Residence life at UCT is also very much community-orientated, and you will have the opportunity to experience and participate in the rich cultural diversity which our University embraces. Fostering mutual support, promoting effective governance and accountability, as well as leadership and citizenship development, are some of the fundamentals of the residence community life experience. Students are also given opportunities to participate in social responsibility initiatives organised under the auspices of the house committees.

Residence rules and disciplinary procedures are designed to ensure that students adhere to a responsible and considerate code of conduct. In addition, student-led programmes that foster efforts toward energy saving and waste management are fully supported and endorsed.

Each residence has its own distinctive ethos by virtue of its history and traditions; nonetheless, each one strives to achieve excellence in all spheres of residence life. Should you have any queries or concerns about the specific residence to which you have been allocated, please do not hesitate to contact the relevant warden or residence facilities officer at the contact numbers provided in this brochure.

Wardens and residence facilities officers are amenable to arranging for you to view your allocated residence, but this arrangement should be made well in advance.

We look forward to welcoming you to UCT, and trust that your residence life experience will be as rich and rewarding as you have anticipated.

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About UCT'S residence system

UCT has a three-tier residence system that provides different services, governance and management at each tier. The policy and criteria for admission to UCT student housing assume that a student will initially enter a First Tier (catering) residence and subsequently move to a Second Tier (senior catering or self-catering) residence or into Third Tier (semi-autonomous self-catering) accommodation.

In mixed gender residences, men and women are accommodated on separate floors (or in single-gender flats in some residences). All residences have strict access control and most are covered by closed circuit television.

Some of our residences are equipped to accommodate students with disabilities. Students with special needs should contact the Student Housing Admissions and Advocacy Services (SHAAS) as early as possible, as well as UCT's Disability Service, who will assist and advise them about all aspects of UCT's residence and other facilities. (Email sibu.zulu@uct.ac.za; Tel 021 650-2427)

First Tier residences provide accommodation for undergraduate men and women students, who are usually under the age of 21. These residences provide students with up to three meals a day in a dining hall. Some buildings have double rooms. If you are placed in one of these, you should complete the attached roommate matching request form and post or fax it to Student Housing Admissions and Advocacy Services (SHAAS). (See form for details.)

First Tier residences provide common rooms for watching television, holding meetings and for social interaction, and also provide self-operated laundries. All first tier residences have access to a swimming pool and the various sports facilities across the campus.

How residences are organised

All First Tier residences have a warden who lives on site or within walking distance, and some of the larger residences also have assistant wardens. These residences also have elected student governing bodies called house committees. The house committee shares responsibility with the warden for addressing the academic and social needs and interests of the residence students.

Wardens, together with house committees, aim to create friendly and comfortable environments in which students are able to pursue their academic objectives and to achieve personal growth. Wardens take an interest in students' ideas and issues and, together with the house committees, are involved in the planning and organisation of residence life.

Wardens, along with the house committees of their residences, have a responsibility to see that the rules of the residence and of the University are observed. Wardens, assistant wardens and disciplinary committees, made up of residence students, are responsible for dealing with those students who break the rules.

While wardens act in *loco parentis* for all students, they act as guardians, in the strictly legal sense, to all minor students in the residence in the event of an emergency. However, they may not stand surety for loan and bursary applications.

House committees organise numerous activities throughout the year in order to maintain a balanced residence experience. Informal tutoring by senior students is also available in most subjects. Many residences operate a mentoring system for new students, and peer helpers are available as a first port of call for emotional, personal or academic difficulties. House committees, sub-wardens, peer helpers, tutors

and mentors all undergo extensive life-skills training which enables them to address the day-to-day needs of students with the option to refer to the warden where warranted.

Each residence has a Residence Facilities Officer (RFO) who ensures that the rooms are properly maintained and that keys, telephones, laundries and other essentials for comfortable living are available and in good working order. First Tier residences also have receptionists during the day to deal with telephone calls, mail and general enquiries.

Residences also have a number of sub-wardens who are students appointed by UCT to assist the warden in the evenings and over weekends. The sub-wardens share a duty roster so that there is always someone on call to handle any problems which may arise. Students are used in a range of other part time positions in residences such as lab assistants, dining hall monitors, student receptionists and vacation assistants which contribute to their income and also their occupational skills development.

Late arrival in residence

Late arrival in residence, i.e. after the residence opens for the term, is generally discouraged. If you are in the position of having accepted housing, and you are unable to take up that place within the designated time, you will need to contact Student Housing Admissions and Advocacy Services (SHAAS) as soon as possible to request an extension. There is also no guarantee that your place will be reserved indefinitely.

What to bring to residence

All student rooms in residences, houses and flats are equipped with basic furniture: a bed, mattress, cupboard, desk, chair, bookcase, wastepaper bin, curtains and notice board. Do not bring extra furniture, but do bring your own bedding (duvet, duvet cover, sheet, pillow, pillow case) and towels. In addition, you may like to bring a desk lamp (essential), rug, coffee mugs, an iron, radio, portable television, heater, plants, cushions, mattress protector, or anything that will make you feel at home. Posters or pictures for your walls also help.

You must also bring a strong padlock for your door (a 40 mm Viro or Cisa with at least two keys is recommended). On arrival please bring four passport-size photographs, which are needed for, among others things, your meal tickets and your information card with personal details.

Centralised laundry facilities are available in most residences and are managed by your residence house committee. A system of compulsory laundry levies has been employed in all residences.

Limited housekeeping services are provided in all junior and senior catering residences. All the public areas and bathrooms are cleaned daily. Students make their own beds and should keep their rooms clean. Electrical cleaning equipment (polishers and vacuum cleaners), chemicals, mops, buckets, brooms, etc. are available from the receptionist.

Although the university makes provision of emergency lights, you are also advised to bring a torch in case of a power cut. Candles are not permitted as they pose a serious fire hazard.

You are expected to read the residence rule book which includes the dining hall rules, the General Application Information Booklet (Handbook 1) and also Handbook 3: General Rules & Policies. Ignorance of these rules is no excuse if they are broken. In regard to what to bring to residence, it is important to note the following rules:

- You may not keep pets in any University residence, house or flat.
- You may not use an electrical appliance which draws more than 1 kilowatt (1000 watts) of power. All appliances are labelled to indicate their energy usage.
- You may not possess or use a microwave oven, griller, toaster, etc. in your room.
- You may not have a refrigerator larger than 110 litres.
- You are required to clear your room of all your possessions during the mid-year vacation and at the end of the year.

Storage facilities in residences are limited, which means that you will only be allowed to store a limited number of boxes. Because of space constraints, refrigerators cannot be stored during the mid-year and end-of-year vacation periods.

Please be mindful that the consumption of all utilities, especially electricity, needs to be extremely carefully managed. Switch off heaters, lights and computers when leaving your room.

Catering in Student Housing and Residence Life

Meal Plans

Applicants offered a place in a catering residence must indicate when returning their letter of acceptance (reply form) what their chosen meal plan is for next year. Applicants can choose between four plans:

- Plan 1 – Breakfast, lunch and dinner
- Plan 2 – Lunch and dinner
- Plan 3 – Breakfast and dinner
- Plan 4 – Breakfast, lunch and dinner Monday to Friday only

Where an applicant fails to choose, the default will be the maximum 21 meals per week (Plan 1) and charged accordingly. The meal plan selected may not be changed during the semester but changes are possible at midyear.

These meal plans are differentiated by different colour meal tickets which are issued to students on signing in to their specific residence. For ease of identification students are asked to provide a passport-size photograph which is attached to the meal ticket. UCT currently operates a self-service system for everything except cooked meals and the various cold options on offer.

At breakfast, students are able to help themselves to a variety of cereals, bread, butter, condiments, milk, tea and coffee; at lunch time a variety of salads, soup and gravy as well as bread etc. is available. Breakfast options include yoghurt and fruit juice as choices with two hot options.

At lunch and dinner there are always 2 meat options and a vegetarian option, as well as a variety of cold plate options (e.g. cheese or meat).

Given that we are in a mass catering system we unfortunately cannot cater for special religious or dietary/medical requirements. We recommend that students with these special needs apply for accommodation in our self-catering residences.

For those students who are not able to make it back to residence for lunch we have a meal voucher system in place. A meal voucher can be taken instead of lunch and spent at the vendors that operate on the Upper, Middle and Health Sciences campuses. A lunch pack can also be arranged instead of taking a meal voucher. Students are not permitted to heat, prepare or cook food in their rooms.

Residence dining halls

UCT has eight residence dining halls operating, with some being shared by more than one residence as follows:

Clarendon dining hall caters for both Clarendon and Carinus students.

Fuller Hall dining hall caters for both Fuller Hall and Smuts Hall students.

Graça Machel Hall dining hall caters for its own students.

Kopano dining hall caters for both Kopano and Baxter Hall students.

Rochester House caters for its own students.

Leo Marquard dining hall caters for both Leo Marquard and College House students.

Tugwell Hall dining hall caters for Tugwell, Glenres, Dullah Omar Hall and Kilindini students.

University House dining hall caters for University House and Varietas.

Meal times over weekdays during term time

| | |
|------------------|----------------------|
| Breakfast | 07h00 – 08h30 |
| Lunch | 12h00 – 14h00 |
| Dinner | 17h30 – 20h00 |

Breakfast times over weekends are from 08h00 – 09h30 and during study week from 07h30 – 09h00.

Students are required to leave the dining hall within 15 minutes after service time ends to facilitate cleaning and setting up the dining hall for the next meal. Our catering service is currently outsourced. Due to the fact that we run a manual catering system and it is recognized that students miss some meals, an 8% discount has been factored into catering fees upfront, hence students only pay 92% of the cost of catering in any given year. Refunds are therefore not given as the 8% translates to approximately 64 meals a year.

Comments, complaints, suggestions and any catering-related matters are dealt with on a monthly basis through the Catering Forum. An elected food representative who is a house committee member represents students on the Forum. The UCT Senior Co-ordinator: Catering chairs the meeting, which is also attended by the project manager of the catering company and the catering managers of the kitchens. Minutes of these meetings are sent to the Director of Student Housing and Residence Life as well as the respective wardens of the residences concerned. Students can use the comments book as a channel to voice their concerns or compliments daily. Issues identified are taken seriously and form part of the ongoing evaluation of the contractor.

PC and internet/intranet access

As coursework and research have increasingly required students to have access to computers and the intranet/internet, we have endeavored to accommodate this requirement where practically possible. We have provided a combination of network points in individual rooms in residences and residence-based computer labs in the more remote sites.

Shuttle service

The Jammie Shuttle service is available free to all UCT students. A fleet of buses operates between all residences, campuses and some public bus, train and parking facilities in the local vicinity. A scheduled service is available on weekdays, weekends and holidays, both during term times and vacation, as well as a late night service. For details visit www.uct.ac.za/students/services/jammie/maps/

Parking facilities for students in First Tier residences

Students registered for first-year undergraduate study may not use or park any motor vehicle on University property (ALL CAMPUSES INCLUDING RESIDENCES) with the exception of a motorcycle. These can only be parked in specially demarcated bays on campus, but a special parking disc needs to be purchased from the UCT Traffic Office.

Advisory on immunisations

Vaccinations are an important preventative measure to reduce the risk of disease to individuals and to prevent the spread of infections in communities such as students in residence. Should you become ill with a preventable infectious disease, this may have an impact on your academic performance, especially if it occurs just prior to or during examinations or during other peak periods in the academic calendar.

For this reason we encourage all students to reduce the risk of infection by having the following immunisations before coming to residence:

- Tetanus booster
- Measles, Mumps and Rubella (MMR)
- Hepatitis A and B
- Influenza vaccine, given annually before the end of May.

Many students have received their basic childhood vaccinations (BCG, Polio, DPT and Measles), but booster doses may well be required. Please consult your healthcare professional for additional advice or contra-indications to vaccinations. You may also contact the clinical staff of the Student Wellness Service for advice during office hours on 021 650-1020.

Please note that in terms of current University policy such immunisations are entirely voluntary.

FIRST TIER CATERING RESIDENCES



Baxter Hall

Established in 1957, Baxter Hall accommodates 233 women in mainly single rooms. Nine pavilions are grouped around two central quads with lawns, trees and park benches. Each pavilion comprises six flats of 3 – 6 rooms. The residence has DSTV, study areas and an adjacent computer lab/learning centre. A swimming pool, gym and squash courts are nearby.

Warden: Tel/Fax 021 650-3930

Residence Facilities Officer: Tel 021 650-3931



Clarinus Village (incorporating Clarendon and Carinus)

Clarinus lies on the slopes of Devil's Peak behind Groote Schuur Hospital, accommodating 629 students in single and double rooms. Clarendon houses 328 male students and Carinus 301 female students. There are four TV rooms with DSTV, a study centre for group and individual work, and a 35-station computer lab. Other facilities include a gym, vending machines and a 'spaza shop' which stocks essential items such as toiletries and snacks.

Wardens: Clarendon: Tel 021 406-6493

Carinus: Tel 021 406-6656

Residence Facilities Officers: Clarendon: Tel 021 406-6322

Carinus: Tel 021 406-6655

FIRST TIER CATERING RESIDENCES



College House

The original College House was the first men's residence in southern Africa and has a long tradition. Situated next door to Glenres in Main Road, Rosebank, and identified by the two lions flanking the entrance gate, it houses 119 men in single and double rooms. It is close to shops and public transport.

Warden: Tel 021 650-3933

Residence Facilities Officer: Tel 021 650-3934



Dullah Omar Hall

Dullah Omar Hall, annexed to Glenres, is situated on the opposite side of Main Road, Rosebank. This block of flats accommodates 48 men and women students in one-, two- and three-bedroomed apartments. Except for the bachelor flats, all bathrooms are shared. Its location is close to the Lower Campus shuttle stop. Meals are taken at Tugwell Hall.

Warden: Tel 021 650-3943

Residence Facilities Officer: Tel 021 650-3945

FIRST TIER CATERING RESIDENCES



Fuller Hall

Fuller Hall, which houses 231 female students mostly in single rooms, is situated on the Upper Campus. Along with Smuts Hall, its brother residence, Fuller was one of the first buildings to be erected on the Groote Schuur site in 1928, and is a national monument. Georgina's, the coffee bar, offers a place to relax in the evenings as well as a venue for cultural activities.

Warden: Tel 021 650-3940

Residence Facilities Officer: Tel 021 650-3941



Glendower (Glenres)

Formerly a residential hotel, Glenres opened in 1993. It is situated on Main Road, Rosebank, next to College House, and accommodates 139 men and women. Many of the rooms have en-suite bathrooms. It is close to shops and public transport. Meals are taken at Leo Marquard Hall.

Warden: Tel 021 650-3943

Residence Facilities Officer: Tel 021 650-3945

FIRST TIER CATERING RESIDENCES



Graça Machel Hall

Graça Machel Hall is one of the newest of UCT's residences, housing 386 female students in single and double rooms. Most first-year students are housed in double rooms. The residence is designed around three large courtyards, with rooms arranged so that 8 residents share a bathroom and a kitchenette/lounge/communal area. These communal areas are grouped to create cores linked by stairs and provide a comfortable social space.

Warden: Tel 021 650-5571

Assistant Warden: Tel 021 650-5572

Residence Facilities Officer: Tel 021 650-5573



Kilindini

Kilindini is a large house on the corner of Main and Chapel Roads, Rosebank. 32 male residents are accommodated in single rooms and eat their meals at Tugwell Hall.

Warden: Tel 021 650-3933

Residence Facilities Officer: Tel 021 650-3934

FIRST TIER CATERING RESIDENCES



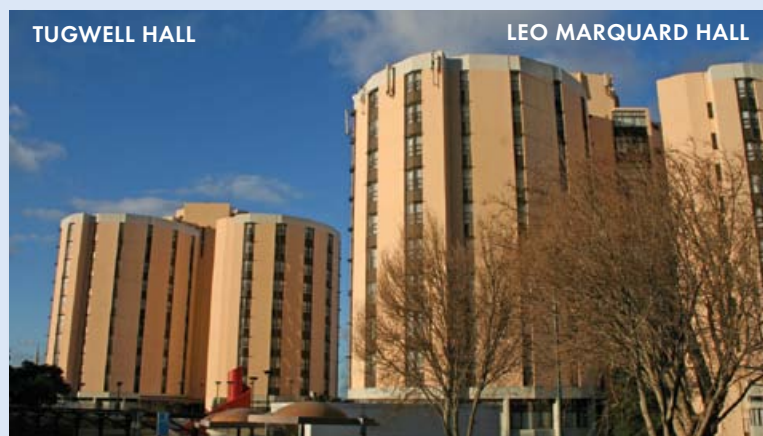
Kopano

Kopano houses 367 male students in five blocks, mostly in single rooms with internet connections. There are four TV rooms with DSTV, and there is also a pub.

Warden: Tel 021 650-3937

Assistant Warden: Tel 021 650-4690

Residence Facilities Officer: Tel 021 650-3938



Leo Marquard Hall

Opened in 1975, Leo Marquard Hall is located close to the Baxter Theatre and next door to Tugwell Hall. It houses 419 male students. First-year students are accommodated in double rooms. Facilities include group study rooms and TV rooms with DSTV.

Warden: Tel 021- 650-3953

Assistant Warden: Tel 021- 650-4502

Residence Facilities Officer: Tel 021- 650-3954

FIRST TIER CATERING RESIDENCES



Rochester House

Rochester House is a modern, purpose-built residence, situated just north of Groote Schuur Hospital. The residence consists of a number of blocks, each with single rooms and all with TV lounge access and limited kitchenette facilities.

This residence accommodates over 300 undergraduate students. Facilities include a swimming pool, functions areas, computer lab and squash courts. The Jammie Shuttle operates to the Upper and Health Sciences campuses.

Warden: Tel 021 442-5505

Assistant Warden: Tel 021 442-5508

Residence Facilities Officer: Tel 021 442-5501/2



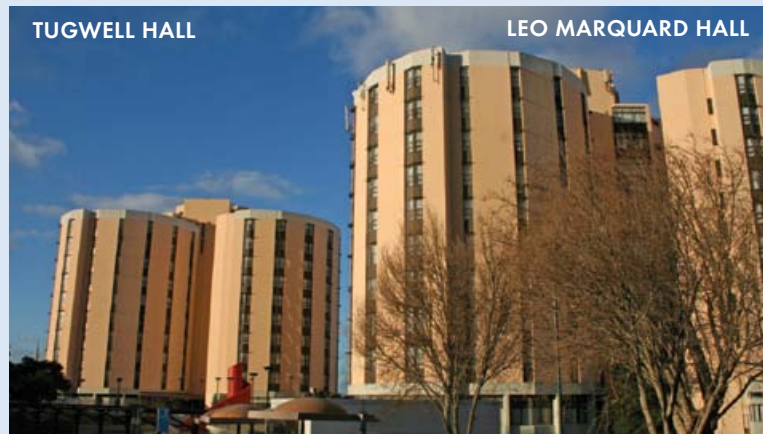
Smuts Hall

Smuts Hall, along with Fuller Hall, forms the original historic core of the Upper Campus. 236 male students are accommodated mostly in single rooms. 'The George' lounge is a favourite place to watch TV or a DVD, or to play pool or table tennis.

Warden: Tel 021 650-3962 (h)

Residence Facilities Officer: Tel 021 650-3963

FIRST TIER CATERING RESIDENCES



Tugwell Hall

Tugwell Hall accommodates 406 female students. First-year students share partitioned double rooms which have built-in furniture and hand basins. Most returning students are accommodated in single rooms. The Grapevine lounge offers a place to relax in the evenings, and also provides a venue for cultural activities.

Warden: Tel 021 650-3968

Assistant Warden: Tel 021 650-4614

Residence Facilities Officer: Tel 021 650-3969



University House

Originally built to accommodate returning WWII servicemen, University House's five blocks house 107 men in single rooms. Situated off Rhodes Avenue opposite Mostert's Mill, the residence is within easy walking distance of the Upper Campus. It is adjacent to the astroturf hockey pitch and a small gym.

Warden: Tel 021 650-3971(h)

Residence Facilities Officer: Tel 021 650-3972

FIRST TIER CATERING RESIDENCES



Varietas

Varietas is situated between University House and Forest Hill, and close to Mowbray shops and transport. The view of Devil's Peak with zebra and wildebeest grazing on the slopes is quite unique. 146 students are housed in 2- or 3-bedroom flats, and meals are eaten at University House.

Warden: Tel 021 650-5809 (h)

Residence Facilities Officer: Tel 021 650-3967

Further information

For more information about all aspects of residence life at UCT, please contact:

Student Housing Admissions and Advocacy Services (SHAAS)

Level 4, Masingene Building, Middle Campus

Email: res@uct.ac.za

Tel: 021 650-2977

Fax: 021 650-4014

[Please note: For international calls dial +27 21 followed by the 7-digit local number]

