



Application for Early Arrival SP1, 2020

If you wish to apply for an earlier arrival date please complete this form and email it to JohnFlynnCollege@jcu.edu.au as soon as possible but no later than 10 days before your requested early arrival date. Please delay booking travel arrangements until you have received advice as to whether your early arrival application has been approved. Early arrivals will only be approved for those attending intensives, placement or for other *exceptional* reasons.

Resident Name

Room Number

Requested arrival date

Reason for early arrival
(attach evidence)

If my early arrival is approved, I agree to the following:

- I may be charged my ordinary nightly rate for the additional nights I stay
- I may be required to stay in another room until my room is ready
- The kitchen may not be open and I may have to self-cater
- I will stay well clear of and not get involved in O-week activities until authorised by college Principal.
- I will not drink alcohol on college until authorised by the college Principal.

Signed:

Date:

Office use

Approved arrival date:

Approved room:

Nightly rate:

Approved by:

Signed:

Date:
