



RESIDENCE APPLICATION

This application must be submitted with a \$300.00 deposit in the form of a cheque or money order payable to Canadore College Residence. The deposit is fully refundable if written or emailed cancellation is received by May 1. A partial refund of \$100.00 is applicable for cancellations received by July 31. No refunds will be issued after August 1.

Please print clearly

Last Name _____ First Name _____ Initial _____

Home Address (Street/PO Box) _____

City _____ Province _____ Postal Code _____

Home Phone (____) _____ Alternate Phone (____) _____

Date of Birth (DD/MM/YYYY) _____ Age _____ Gender (M/F) _____

Academic Year 1 ___ 2 ___ 3 ___ Program _____

Banner I.D. (Student #) _____

Have you been accepted by the College: Yes ___ No ___

Parent/Guardian Contact _____ Phone (____) _____

Do you have any physical disabilities/limitations which would affect residence living:

I confirm that I have read and understand the contents and conditions outlined in the application form and agree to abide by this legal contract. I understand that any offer of residence accommodation is for the full academic year (minimum 8 months) unless otherwise stipulated.

Signature _____ Date _____

Submit this application to: The Residence Coordinator
PO Box 5005
100 College Drive
North, Bay, ON P1B 8L7

**Both sides of this application must be signed.
(Submit white copy only and retain the pink copy for your records)**

RESIDENCE AGREEMENT BETWEEN CANADORE COLLEGE RESIDENCE

(hereinafter referred to as the "Residence")

and (Please Print Name) _____

PLEASE READ CAREFULLY. Rules and Regulations for Student Residences Schedule "B", operated by Canadore College Residence.

I LOSSES OR DAMAGES

Losses or damages to furniture, equipment or to premises, beyond normal wear, will be the responsibility of the student, either directly for his/her own room or, jointly with the other occupants for the common areas of the unit. In addition to the cost of repair or replacement, a fine may be imposed by the Director for any unreported damage or any damage involving incongruous behaviour.

II ADMINISTRATION RIGHTS

Residence Administration reserves the right to effect such steps as are necessary for the safety, security and well-being of the occupants of the residences, or to preserve residence property. Such steps include, but are not restricted to, the right to reassign a room within the residence system or to terminate the residence system or to terminate the residence agreement.

III LIABILITY

Since the residence cannot provide insurance for loss or theft of personal property, or damage thereto, it is suggested that residents obtain insurance coverage on personal property, if they so desire.

IV INSPECTION OF PREMISES

While the residence subscribes to the principle that residents are entitled to enjoy privacy, it reserves the right to inspect the rooms and units.

V TERMINATION OF RESIDENCY

1. In order to protect the welfare of other students in residence, the residence property, equipment, and the image reputation of the residence, the residence may terminate the residency of any student and such student shall be required to vacate within 24 hours. It is not intended that this right should be exercised in a discriminatory or arbitrary manner.
2. Students who withdraw from their program of study, whether voluntarily or otherwise or who are allowed to terminate their Residence contract with the permission of the Residence Director forfeit their \$300.00 deposit as an administrative fee for failure to meet contractual obligations. Students must vacate Residence within 48 hours of the date of their official withdrawal unless management approves a written request for an extension.
3. No student will be permitted to withdraw from residence during the academic year unless a replacement can be found suitable to the Residence Director. In such case, a prorated refund will be paid to the student; the effective date of such refund to be from the date of occupancy of the replacement. Otherwise, no refund will be permitted.

VI RE-ASSIGNMENT OF ROOMS

1. For reasons which it feels to be good and sufficient, the Residence Director may re-assign rooms.
2. Requests by students, for a change in the room or apartment assigned by the residence, must first be approved by the Residence Director.

VII ARREARS OF RESIDENCY FEES

1. When residence fees fall into arrears, the student must vacate within 24 hours of receiving such notice from the residence unless arrangements satisfactory to the residence are made by the student.

1. The Residence agrees to provide accommodation in its Student Residence for the period outlined in the rate schedule appended hereto, relative to the education program in which the student is enrolled and the student agrees to pay to the Residence fees as per the rate schedule attached and to adhere to and observe the rules and regulations, as contained in Schedule "B" hereto appended.

2. In addition to the Rules and Regulations outlined in Schedule "B", attached hereto and forming part of this agreement, it is agreed that further rules and regulations may, from time to time be made by the Residence and that such further rules and regulations, when duly posted in a conspicuous place in the residence, shall have the same force and effect as if they were embodied in and formed part of Schedule "B" attached hereto.

Under 18 contract must be signed by a Parent / Guardian.

Parent / Guardian Signature

Dated _____ 20_____

North Bay, Ontario

Signature of Student _____

2. Acceptance of arrears of residence fees, after notice of termination, shall not be deemed to operate as a waiver of the notice or as a reinstatement of occupancy.
3. Interest will be charged on residence fees in arrears at the rate of 10% per annum, calculated from the due date of such fees and shall be payable by the student by way of liquidated damages and not as a penalty.

VIII WITHHOLDING OF ACADEMIC RESULTS

Academic results, diplomas or other related documents will be withheld from students who are in arrears in their residence fees or who have not satisfied their obligations to pay for damages to the premises occupied by them or for loss or damage to the contents therein.

IX GENERAL RULES AND REGULATIONS

1. Subletting of rooms will not be permitted.
2. The permissible occupancy shall be 1 person per bedroom with a total of 6 per townhouse and 4 per apartment.
3. Overnight guests are permitted only on an occasional basis for no more than two consecutive nights and must be registered with the Residence office.
4. The following are prohibited, in and around the Residence
 - (i) illegal drugs
 - (ii) possession of, or consumption of alcoholic beverages by persons under the age of 19
 - (iii) dangerous weapons, including firearms
 - (iv) gambling
 - (v) open flames
5. Residents should be mindful that the creation of an unreasonable level of noise may be disturbing to other residents.
6. Residents are expected to take good care of the premises and grounds. Rooms and units should be maintained in a clean and healthy condition. Garbage is to be disposed of on a regular basis. Snow removal, from the front door to the sidewalk, is the responsibility of the residents.
7. The premises are not to be altered or decorated with paint, wallpaper, etc. Posters or pictures are to be affixed with poster putty. Because of its damaging effect on surfaces, the use of masking or scotch tape is prohibited.
8. Because of the health hazard (allergies, fleas, rabies, etc.) to other residents, pets may not be kept in or around the residence.
9. Residents are reminded that the fire extinguishers provided are for use in the event of a fire and are not, therefore, to be used under any other circumstances.
10. Within the area bounded by the residences, sidewalks only are provided, and therefore, vehicles cannot be permitted entry to this area.
11. The behavior and actions of guests are the responsibility of the host resident.
12. Outdoor barbecues or fires at the residence site are not permitted.
13. Rules and regulations pertaining to the usage of the college residence and the conduct of its occupants are formulated by the college administration. The residence does not come under the guidelines applicable to the current Tenant Protection Act.
14. Canadore College and Canadore Residence are 100% smoke free. Smoking is allowed in outdoor designated area only.

Dated _____ 20_____