



TRENT UNIVERSITY

COLLEGE RESIDENCE AGREEMENT 2011-2012
CHAMPLAIN @ SYMONS, GZOWSKI, LADY EATON, AND OTONABEE COLLEGES

Upon my admission to residence, and for the term of my residency, I become the "Resident" of the assigned "Room" and hereby acknowledge that this is a legal and binding agreement.

1. The Resident shall be enrolled as a student at Trent University in order to be assigned to and live in Residence.
2. The Resident shall pay to the University
 - a) an advance payment of \$500.00 which will be applied towards Residence fees.
 - b) Residence fees include:
 - i. A fee for the occupation of the Room, including the advance payment.
 - ii. A Meal Plan fee.
 - iii. Telephone and Internet service.

The Resident will receive an assignment letter from Housing Services with information about the fees associated with the Room type to which they are assigned, and the Meal Plan.

Residence fees apply to the Room and Meal Plan for the undergraduate Fall and Winter semesters, but **do not** include the December to January vacation period as set out in the Trent University Academic Calendar.

If the University assigns the Room to the Resident after the end of the first week of class in either semester, according to the University Academic Calendar, the Room Fee shall be prorated to the beginning of the week of assignment.

Failure to pay residence fees in accordance with the established deadlines may result in the University withholding academic results and degrees. It may also result in termination of this Agreement and eviction.

3. The Resident agrees to comply with the express provisions and intent of the Residence Standards, and will, prior to taking occupancy, attest that they have received, read and understood the Residence Standards and shall confirm their agreement to comply with those Standards.
4. Failure to arrive by 6:00 pm on September 5, 2011, or notify Housing Services staff of late arrival, means that the University is under no obligation to hold the space and the advance payment may be forfeited.
5. The Resident accepts responsibility for the use of the assigned Residence Room and its contents and accepts financial responsibility for any damages, theft, or loss incurred, and any extra cleaning required due to the actions of the Resident and/or his/her guests.
6. Damages, theft and/or loss in a common area which cannot be identified as the responsibility of specific individuals, will be the responsibility of the Residents living in the residence section, house, staircase, or floor in which the damage, theft and/or loss occurred. Costs for repairs, cleaning or replacement of University property will be assigned to each Resident.
7. The Resident shall permit the University, or its agents, entry for the purpose of inspecting the condition of the Room and its contents.
8. The Resident shall not do or permit anything to be done in the Room or in the College Residence which:
 - a) is not legal;
 - b) is a nuisance to anyone in the College;
 - c) is a danger to anyone in the College; or
 - d) causes or could reasonably cause damage to a person or property in the College.
9. Trent University assumes no obligation or liability for lost, stolen, or damaged items of personal property under any circumstance.
10. The University may terminate this Agreement by giving the Resident 72 hours notice if the Resident:
 - a) ceases to be a student at the University; or
 - b) fails to make any payment owing under this Agreement by the date on which it falls due.
11. Notwithstanding item 9, the University may terminate this Agreement by giving the Resident 24 hours notice if the Resident breaches this Agreement other than by failing to make a payment on the date owing.
12. A Resident who continues as a student at the University assumes full responsibility for Residence Fees for the academic year unless the Agreement is terminated as per item 13 or for disciplinary reasons.
13. The Resident may terminate this Agreement upon 3 days written notice where he/she has obtained the consent of the Department of Housing Services to do so. The University may consent to termination of the Agreement for:
 - a) medical reasons, where the Resident has provided a medical certificate from the University Health Services stating that the Resident ought not to continue to reside in the College Residence; or
 - b) compassionate or other grounds at the sole discretion of the University.
14. Where this Agreement is terminated:
 - a) the Resident shall pay to the University an administration and processing fee of Fifteen (15) percent of the agreement amount for Residence and Meal Plan fees from the date of approved termination until the end of the agreement period, and any other amounts owing pursuant to this Agreement; and
 - b) the University shall pay to the Resident a credit to their University student account for any amounts paid for the period after the date of termination or the date the Room was vacated (whichever is later), from which the University may off-set any amounts owing to it by the Resident pursuant to clause (a).
 - c) if the Residence Agreement is terminated for disciplinary reasons the University shall only credit the student account of the Resident Twenty (20) percent of the remainder of the agreement from the date the room was vacated until the end of the Agreement period, from which the University may off-set any amounts owing to it by the Resident pursuant to clause (a). No credit is given after March 15th, 2012.
15. The University shall permit the Resident to occupy the Room from:
_____ Fall Semester, September 5th to 24 hours after the Resident's final exam in December 2011 or by 11:00 a.m. on December 22nd, 2011, whichever date and time come first.
_____ Winter Semester, January 8th, 2011 to 24 hours after the Resident's final exam in April or by 11:00 a.m. on April 25th, 2012, whichever date and time come first.
16. The Resident may apply to the College Residence Life Coordinator in advance of his/her last exam of the semester for permission to extend the occupancy beyond 24 hours after his/her last exam. No student may stay in residence past 11:00 am on December 22nd, 2011 and/or April 25th, 2012. Permission to remain in residence beyond 24 hours after the last exam will be decided based on the Resident's disciplinary history in residence.

17. The University may, from time to time, assign an alternate Room (and College where applicable) to the Resident. Within 24 hours after the University gives notice to the Resident of the reassignment, the Resident shall vacate the first Room (and College where applicable) and occupy the reassigned Room (and College where applicable). Vacating the room includes removing all possessions.
18. The Resident shall not assign this Agreement or permit any person to occupy the Room other than as assigned by the University.
19. Where the Resident does not vacate the Room in accordance with this Agreement, the University or its agents may enter and occupy the Room, and the Resident shall pay the University for occupation of the Room beyond the date vacancy is required by this Agreement.
20. The Resident grants permission to the University to share the residence and permanent contact information with the food service, internet service and phone service providers if needed for informational, billing or refund purposes.

MEAL PLAN

21. All Residents must subscribe to one of the University Meal Plans. New students must take the Meal Plan that applies to their College/Room assignment. Upper Year students may select any Residence Meal Plan as set out in #24 below. Meal privileges are for the exclusive use of the Resident paying fees and may not in whole or in part be transferred to any other individual.
22. Residence Meal Plans, including flex dollars, are non-refundable, and cannot be carried forward to the next academic year.
23. The College Residence Standards apply in all Dining Areas.
24. If the University assigns the Room to the Resident after the end of the first week of class in either semester, according to the University Academic Calendar, the Meal Plan fee shall be prorated to the beginning of the week of assignment.
25. Students may change their meal plan during two allotted periods in the academic year. Meal Plan changes will be permitted in the Fall Semester until September 30, 2011 and in the Winter Semester until January 27, 2012. First year students will be permitted to change from one Board meal plan to another Board meal plan or from one Flex meal plan to another Flex meal plan based on the type of meal plan designated in their respective residence. Upper year students may change their meal plan during the time periods noted above to a residence meal plan of their choice. Students living on Symons campus are not eligible for the McDonnel St Residence meal plan.

KEYS

26. The Resident shall be issued a set of keys for access to the College Residence and the assigned Room. Where the College Residence is accessed via an access card, the Resident will also be issued an access card.
27. The Resident is responsible for the safe keeping of the keys and, where applicable, the access card. The Resident must report all lost or stolen keys/access cards to the Department of Housing Services on weekdays or to the College Residence Life Coordinator on weekends or holidays, within 24 hours of not having the keys/access card in his/her possession. Immediate reporting is preferred.
28. The Resident shall pay a key replacement and lock change fee of \$100 for each lost or stolen key. Call outs to replace locks and keys on weekends and holidays will result in additional charges. Lost access cards are subject to a reprogramming fee and replacement fee of \$20.
29. Keys and access cards may not be duplicated or transferred to other individuals.
30. All residence keys and access cards must be returned when the Resident vacates the Room. If a key is not returned, the room will be re-keyed and the Resident will be charged \$100.00 for the replacement of the lock and key. If an access card is not returned, the resident will be charged \$20 for the replacement of the access card.

I acknowledge that this Residence Agreement forms a part of an agreement between me and the University and agree to be bound by its terms and conditions:

Trent University ID Number

Resident's Name (please print)

Date

Resident's Signature

Signature of Trent University Representative

Trent University Representative (please print)

Office Use Only:				
Room:		Keys/Code:		
College:	CC	LEC	GC	OC

If the Resident is younger than eighteen (18) years of age, the terms and conditions of this Agreement are guaranteed by the adult or authority signing below:

Name (please print)

Date

Signature of Guarantor

Relationship to Student

Telephone Number

Address

TRENT UNIVERSITY

COLLEGE RESIDENCE AGREEMENT 2011-2012
 CHAMPLAIN COLLEGE @ MCDONNELL STREET RESIDENCE

Upon my admission to residence, and for the term of my residency, I become the "Resident" of the assigned "Room" and hereby acknowledge that this is a legal and binding agreement.

1. The Resident shall be enrolled as a student at Trent University in order to be assigned to Residence.
2. The Resident shall pay to the University
 - c) an advance payment of \$500.00 which will be applied towards Residence fees.
 - d) Residence fees include:
 - i. A fee for the occupation of the Room, including the advance payment.
 - ii. A Meal Plan fee.
 - iii. Telephone, cable and internet service.

The Resident will receive an assignment letter from Housing Services with information about the fees associated with the Room type to which they are assigned, and the Meal Plan.

Residence fees apply to the Room and Meal Plan for the undergraduate Fall and Winter semesters, but **do not** include the December to January vacation period as set out in the Trent University Academic Calendar.

If the University assigns the Room to the Resident after the end of the first week of class in either semester, according to the University Academic Calendar, the Room Fee shall be prorated to the beginning of the week of assignment.

Failure to pay residence fees in accordance with the established deadlines may result in the University withholding academic results and degrees. It may also result in termination of this Agreement and eviction.

3. The Resident agrees to comply with the express provisions and intent of the Residence Standards, and will, prior to taking occupancy, attest that they have received, read and understood the Residence Standards and shall confirm their agreement to comply with those Standards.
4. Failure to arrive by 6:00 pm on September 5, 2011, or notify Housing Services staff of late arrival, means that the University is under no obligation to hold the space and the advance payment may be forfeited.
5. The Resident accepts responsibility for the use of the assigned Residence Room and its contents and accepts financial responsibility for any damages, theft, or loss incurred, and any extra cleaning required due to the actions of the Resident and/or his/her guests.
6. Damages, theft and/or loss in Trent common areas which cannot be identified as the responsibility of specific individuals, will be the responsibility of the Residents living in the residence section, house, staircase, or floor in which the damage, theft and/or loss occurred. Costs for repairs, cleaning or replacement of University property will be assigned to each Resident.
7. The Resident shall permit the University, or its agents, and the Property Manager or their agents, entry for the purpose of inspecting the condition of the Room and its contents.
8. The Resident shall not do or permit anything to be done in the Room or in the College Residence which:
 - e) is not legal;
 - f) is a nuisance to anyone in the College;
 - g) is a danger to anyone in the College; or
 - h) causes or could reasonably cause damage to a person or property in the College.
9. Trent University assumes no obligation or liability for lost, stolen, or damaged items of personal property under any circumstance.
10. The University may terminate this Agreement by giving the Resident 72 hours notice if the Resident:
 - c) ceases to be a student at the University; or
 - d) fails to make any payment owing under this Agreement by the date on which it falls due.
11. Notwithstanding item 9, the University may terminate this Agreement by giving the Resident 24 hours notice if the Resident breaches this Agreement other than by failing to make a payment on the date owing.
12. A Resident who continues as a student at the University assumes full responsibility for Residence Fees for the academic year unless the Agreement is terminated as per item 13 or for disciplinary reasons.
13. The Resident may terminate this Agreement upon 3 days written notice where he/she has obtained the consent of the Department of Housing Services to do so. The University may consent to termination of the Agreement for:
 - c) medical reasons, where the Resident has provided a medical certificate from the University Health Services stating that the Resident ought not to continue to reside in the College Residence; or
 - d) compassionate or other grounds at the sole discretion of the University.
14. Where this Agreement is terminated:
 - d) the Resident shall pay to the University an administration and processing fee of Fifteen (15) percent of the agreement amount for Residence and Meal Plan fees from the date of approved termination until the end of the agreement period, and any other amounts owing pursuant to this Agreement; and
 - e) the University shall pay to the Resident a credit to their University student account for any amounts paid for the period after the date of termination or the date the Room was vacated (whichever is later), from which the University may off-set any amounts owing to it by the Resident pursuant to clause (a).
 - f) if the Residence Agreement is terminated for disciplinary reasons the University shall only credit the student account of the Resident Twenty (20) percent of the remainder of the agreement from the date the room was vacated until the end of the Agreement period, from which the University may off-set any amounts owing to it by the Resident pursuant to clause (a). No credit is given after March 15th, 2012.
31. The University shall permit the Resident to occupy the Room from:
 - _____ Fall Semester, September 5th to 24 hours after the Resident's final exam in December 2011 or by 11:00 a.m. on December 22nd, 2011, whichever date and time come first.
 - _____ Winter Semester, January 8th, 2011 to 24 hours after the Resident's final exam in April or by 11:00 a.m. on April 25th, 2012, whichever date and time come first.
15. The Resident may apply to the College Residence Life Coordinator in advance of his/her last exam of the semester for permission to extend the occupancy beyond 24 hours after his/her last exam. No student may stay in residence past 11:00 am on December 22nd, 2011 and/or April 25th, 2012. Permission to remain in residence beyond 24 hours after the last exam will be decided based on the Resident's disciplinary history in residence.

16. The University may, from time to time, assign an alternate Room (and College where applicable) to the Resident. Within 24 hours after the University gives notice to the Resident of the reassignment, the Resident shall vacate the first Room (and College where applicable) and occupy the reassigned Room (and College where applicable). Vacating the room includes removing all possessions.
17. The Resident shall not assign this Agreement or permit any person to occupy the Room other than as assigned by the University.
18. Where the Resident does not vacate the Room in accordance with this Agreement, the University or its agents may enter and occupy the Room, and the Resident shall pay the University for occupation of the Room beyond the date vacancy is required by this Agreement.
19. The Resident grants permission to the University to share the residence and permanent contact information with the food service, internet service and phone service providers if needed for informational, billing or refund purposes.

MEAL PLAN

20. All Residents must subscribe to the McDonnel Street Residence Meal Plan. Students may opt-in to any Residence Meal Plan as set out in #24 below. Meal privileges are for the exclusive use of the Resident paying fees and may not in whole or in part be transferred to any other individual.
21. The McDonnel Street Residence Meal plan may be carried forward to the next academic year. All other Residence Meal Plans, including flex dollars, are non-refundable, and cannot be carried forward to the next academic year.
22. The College Residence Standards apply in all Dining Areas.
23. If the University assigns the Room to the Resident after December 31, 2011 the Meal Plan fee shall be \$250.

KEYS

24. The Resident shall be issued a set of keys for access to the McDonnel Street Apartment Complex, the Trent University Residence Section of the McDonnel Street Apartments Complex, the designated Trent Common Area and the assigned Apartment. Where the residence is accessed via an access card, the Resident will also be issued an access card.
25. The Resident is responsible for the safe keeping of the keys and, where applicable, the access card. The Resident must report all lost or stolen keys/access cards to the Department of Housing Services on weekdays or to the College Residence Life Coordinator on weekends or holidays, within 24 hours of not having the keys/access card in his/her possession. Immediate reporting is preferred.
26. The Resident shall pay a key replacement and lock change fee of \$100 for each lost or stolen key. Call outs to replace locks and keys on weekends and holidays will result in additional charges. Lost access cards are subject to a reprogramming fee and replacement fee of \$20.
27. Keys and access cards may not be duplicated or transferred to other individuals.
28. All residence keys and access cards must be returned when the Resident vacates the Room. If a key is not returned, the room will be re-keyed and the Resident will be charged \$100.00 for the replacement of the lock and key. If an access card is not returned, the resident will be charged \$20 for the replacement of the access card.

I acknowledge that this Residence Agreement forms a part of an agreement between me and the University and agree to be bound by its terms and conditions:

Trent University ID Number

Resident's Name (please print)

Date

Resident's Signature

Signature of Trent University Representative

Trent University Representative (please print)

Office Use Only:	
Apartment: _____	Keys/Code: _____
College: CC	_____

If the Resident is younger than eighteen (18) years of age, the terms and conditions of this Agreement are guaranteed by the adult or authority signing below:

Name (please print)

Date

Signature of Guarantor

Relationship to Student

Telephone Number

Address