

DeVries Graduate Student Housing Residential Agreement between Trinity Western University (TWU or the university) and student (resident).

Term: This agreement is for a fixed term between the dates of **Thursday, September 1, 2022, at 4 p.m.** and **Monday, July 31, 2023 at 10 a.m.** Actual dates within this period are to be determine as follows:

Start of Term: the first day of the month for the date selected in the Graduate Student Housing Application as the arrival date.

End of Term: July 31, 2023 or the last day of the month indicated by the student in a Housing Cancellation form (see below), whichever comes first.

These dates will thereafter constitute the term for the resident. The student must have vacated and surrendered the accommodation to the University by 10am on the last day of their term, unless a new Residential Agreement has been signed and the student has received confirmation that their room placement has been extended.

Eligibility

Housing on campus at TWU is restricted to students currently enrolled in a graduate program at TWU. Failure to remain enrolled in a program at TWU or failure to maintain one's account in good standing are grounds for termination of this agreement and removal from TWU Housing.

Insurance

TWU does not provide insurance for, nor take liability directly or indirectly for, student property or personal liability. Students are strongly encouraged to obtain a residential insurance policy (or an extension on family's home policy) for personal property, and liability for personal injury to others or loss or damage to the property of others.

Residence Standards

By applying to live in a TWU residence you agree to foster a positive environment that reflects the expectations and responsibilities valued by our community as outlined in the following:

- The [Student Code of Conduct](#)
- Other published TWU student and/or Housing policies and guidelines
- Any [Public Health Order\(s\) and related TWU policies](#) in force during the term of the agreement.

Failure abide by these policies could result in a requirement to relocate to another accommodation or termination of this agreement and removal from TWU housing.

Housing Fees

1. **Payment of housing fees:** Graduate student housing in DeVries is offered on a monthly basis, following the full calendar months, with a minimum 4-month commitment expected. Partial months will not be pro-rated, and students will pay the full monthly fee for each month (or portion of a month) in which they reside in campus housing. Failure to maintain your account in good standing could result in removal from TWU housing.
2. **Monthly Renewal:** once a student moves on campus this Housing Agreement will automatically renew for the following month unless it is cancelled by the student, or the end of the term is reached (July 31, 2023), whichever comes first. See below for how to cancel the Housing Agreement.
3. **Included in housing fees:** Meal plan (see below), water, electricity, heat, wireless network access, furnishings appropriate to the layout, and access to a shared refrigerator and microwave.

3. **Meal Plan: a mandatory “Silver” meal plan is included with DeVries Graduate Student housing.**

- **Silver Meal Plan Details:** In effect for the academic semesters of the university (Sept 3-Dec 16 and Jan 8-April 27).
 1. **Block Meals:** Each week students will be provided with up to Ten (10) “All you care to eat” meals per week in the Reimer Centre Cafeteria. Any unused meals will not carry over to the following week, and unused meals will not be refunded.
 2. **Flex Dollars:** Each student will receive \$87.50 Flex Dollars per month, which can be spent in the other food locations on campus including Rooted (DeVries), Starbucks (RGK), the Bookstore Café (Reimer), and the Leaf (Douglas). Flex dollars will be disbursed in batches, for example: Students arriving in September will receive \$350 to use from September to the end of December, and this will be renewed in January for another four-month period. Should a student leave in the middle of that period, they will be reimbursed only for the monthly allotment for the months they will miss, except in cases where students have spent more than their monthly allotment. In these cases students will receive a refund for the balance of their flex dollars. Flex Dollars can also be traded for the Christmas Break Meal Plan.
- **Christmas Break Meal Plan:** the regular meal plan is not in effect from December 17, 2022, to January 7, 2023. Students in DeVries Graduate housing must participate in the Christmas Break meal plan, and will have the following options:
 1. Trade the Flex Dollars from the regular meal plan for the Christmas Break Block plan of 10 meals per week, for 3 weeks.
 2. Purchase a Christmas Break Block plan of 10 meals per week for \$350.
- **There are no cooking facilities in DeVries Centre, so students may choose to purchase additional block meals and/or flex dollars.**
- Due to Fire Safety Regulations students are prohibited from using cooking appliances in DeVries Centre.

4. **Housing Deposit:**

- Once the student has been placed in TWU Housing, the Housing Deposit is no longer refundable.
- Students withdrawing from housing within four months of moving on campus will forfeit the housing deposit. After four months the housing deposit will be transferred to the student's account.

5. **Cancelling the Housing Agreement by student:**

- **This Housing Agreement will renew on a monthly basis until the student cancels the agreement or the end of the term is reached (July 31, 2023), whichever comes first.**
- To withdraw, students must submit a Housing Cancellation form to the Housing Helpdesk.
- Students must provide notice of at least 30-days prior to the end of the student's last month in residence. If 30-days notice is not received the student will be billed for the following month.

6. **Termination of the Housing Agreement by TWU:**

- TWU reserves the right to terminate this Residential Agreement immediately in cases where a student's behaviour violates the Residence Standards and/or constitutes a threat to the safety of the community.

- TWU reserves the right to provide 60-days notice to terminate, and the right to not renew this Residential Agreement for any other reason.

Roommates:

TWU reserves the right to assign roommates to rooms when vacancies exist for any portion of the term, according to the capacity of the room.

Condition of Accommodation

1. At the end of each student's term, students are responsible to return the accommodation to the university in the same condition as when they moved in.
2. Upon completion of term, university staff will inspect and reassess the accommodation and assess fines for damages, cleaning, and/or disposal of garbage or abandoned items. Roommates will bear equal responsibility for fines unless a degree of responsibility can be individually assigned.
3. TWU reserves the right to perform periodic maintenance and safety checks of all rooms within campus housing as necessary and may assess related fines if cleaning or repairs are required due to damages or violations to policies.
4. Students causing excessive or willful damage to university property are subject to eviction.
5. Students will not be held responsible for reasonable wear and tear to the accommodation.

Repairs

1. Housing department's obligation:

- The Housing Department must provide and maintain the residential property in a reasonable state of repair, suitable for occupation by a student.
- The Housing Department must comply with health, safety, and housing standards required by law.

2. Student's obligation:

- Students must maintain reasonable cleanliness and sanitary standards throughout the room and common areas.
- Students must seek to prevent damage to the residential property caused by the actions or neglect of the student or any of their guests.
- Student must take the necessary steps to arrange for repair of any damage within their room or in the adjoining common areas (hallways, etc.) by submitting a Facilities Services Helpdesk request.

3. Emergency Repairs:

- If emergency repairs are required, the student must make every effort to contact the Facilities Department (during regular business hours) or Security (after 5pm) as soon as possible.
- Emergency repairs are those that are considered urgent and necessary for the health and safety of persons or preservation or use of the residential property, such as major leaks in pipes or the room, damaged or blocked water or sewer pipes or plumbing fixtures, the primary heating system, damaged or defective locks that give access to a rental unit, or the electrical systems.

Security, Safety, and Keys

- Students will be provided with a key and ID card to access their accommodation. There is a charge for replacement keys/locks and ID cards that contains an administrative fee.
- Students are responsible to maintain the safety and security of their accommodation, which includes locking windows when not in the accommodation, not propping open fire or exterior doors, and following all [fire safety guidelines](#).
- **Due to Fire Safety regulations, all cooking appliances (such as rice cookers, hot plates, toasters, etc.) are prohibited in DeVries Centre.**

By agreeing below, the university and student are bound by the terms of this residential agreement.

A copy of this agreement is available on the Housing website twu.ca/housing.

- ☐ I Agree