



## HOUSING RULES & REGULATIONS\*

This should be a part of the Housing License agreement.

This is meant to be a “read-only” version for informational purposes. I separated them to increase the chance of them actually getting read as by the time a person gets to them in the License agreement, they’ve usually zoned out and don’t fully absorb all the information. They are still included in the print and sign version of the License Agreement.

**A. Occupancy:** The Complex is a co-educational facility. Each unit in this Complex will house only males or females; not both. When a Student’s behavior is such that no one wishes to room with that individual, the Student will be billed double rent.

**B. Explosive/Weapons:** No weapons, fireworks, pellet guns, knives, swords, explosives or dangerous or hazardous substances are allowed in the Complex.

**C. Alcohol:** Empty alcohol containers, the use, possession, or being under the influence of alcoholic beverages is prohibited in and around the Complex.

**D. Drugs, Narcotics and Drug Paraphernalia:** Use, possession or being under the influence of marijuana or any narcotic stimulant, or hallucinogenic drug in violation of provincial and federal law is prohibited in and around the Complex. Drug paraphernalia of any kind is prohibited.

**E. Common Courtesies:** No parties are permitted without permission from management. Radios, TV sets and stereos are to be kept at a moderate level. Music and noise inside a unit must not be heard outside a unit. The use of electric guitars, drums or loud musical instruments is not permitted in the Complex. Students may not make or permit disturbing noises in the Complex or do or permit anything to be done therein or in a Unit that will interfere with the rights, comforts or conveniences of other Students. Students must treat roommates and the resident staff with courtesy and respect. Quiet hours are from 10 pm until 8 am weekdays, and 11 pm until 10 am weekends.

**F. Student Conduct:** Verbal abuse, foul language, insults, physical or psychological threats or intimidation to other students or staff will not be tolerated and may lead to eviction and termination from The Art Institute of Vancouver. Violation of any local ordinances, provincial or federal statutes or criminal acts can be grounds for immediate eviction and termination. Students must comply with all present and future city, provincial and federal laws and regulations, including without limitation, fire and natural disaster evacuation procedures.

**G. Guests:** Students are not permitted to have overnight guests. Guests must leave the Complex by 10 pm, Sunday through Thursday, and by 11 pm on Friday and Saturday. Students will be completely responsible for the behavior of their guests while they are on the premises. The Art Institute of Vancouver Housing Department reserves the right to deny visiting privileges to anyone at any time, and any guest may be evicted from the Complex by any Art Institute of Vancouver official.

**H. Right of Entry:** The Art Institute of Vancouver reserves the right to enter Student rooms for purposes of inspection, improvements, or repairs. The Art Institute of Vancouver officials may enter and conduct an authorized search of Students rooms for the purpose of investigating suspected violations of regulations. Permission to search is NOT required when contraband to be

confiscated is in view of The Art Institute of Vancouver authority. Entry by an Art Institute of Vancouver representative may occur at any time, with or without notice. Occupants understand that in case of a maintenance emergency, abandonment, suspected breach or violation of law, rules or regulations, or when The Art Institute of Vancouver or apartment management deem it appropriate to the health, safety, or welfare of a member of The Art Institute of Vancouver community, the management and/or The Art Institute of Vancouver Housing staff may enter the apartment without consent or notice, and may conduct an inspection of apartment contents including occupant's personal property.

**I. Maintenance:** The Student shall keep the Unit in a good state of preservation and cleanliness. The Student(s) are severally and jointly responsible for the daily care of the Unit. The Housing Staff will inspect all Units on a regular basis. If repairs are needed, the Student must file a maintenance request. If it is an emergency, the Student must notify the front desk immediately. Painting, wall papering or other similar decorating is not permitted in the Units. Nails and tape are not to be used on the walls. Beds must be kept on the bed frames and not elevated by any unsafe means. Furniture must remain intact and should not be removed from the Unit for any reason. All garbage and trash should be removed promptly and deposited in the waste dumpster provided. Absolutely NO modification can be done to the Unit, furniture or the Complex without the prior written consent of The Art Institute of Vancouver which may be denied for any reason in its absolute discretion. Any defacement of property will be immediately assessed to the Student's account. In addition, Students who vandalize, damage and/or misuse property in any way will be subject to disciplinary action.

**J. Pets:** The Student may NOT keep pets in the Unit or elsewhere in the Complex at any time. The Student in violation will be subject to disciplinary action and will be charged the cost for extermination services, cleaning and any other restoration required. The only exceptions are guide dogs accompanying physically challenged individuals.

**K. Swimming Pool (if applicable):** Students must observe all posted rules. Glassware is not permitted in the area of the pool. No diving is allowed. Jumping from any balcony is not permitted. Guests are permitted to use the pool only with a Student present. Should the Student fail to observe the pool rules, he or she will be denied the privilege of using the pool. The pool area will be closed from 10 pm until 8 am Residents and guests who use the pool do so at their own risk. No lifeguard is provided. The Art Institute of Vancouver assumes no responsibility for any injuries or loss of life that may result from such use.

**L. Fitness Room/Recreation Court:** Students must observe all posted rules. Glassware is not permitted in the court and fitness area. Guests are permitted to use the court and fitness areas only with a student present. Should the Student fail to observe the court and fitness room rules he/she will be denied the privilege of using the court and fitness room. The Art Institute of Vancouver assumes no responsibility for any injuries or loss of life that may result from such use.

**M. Mandatory Orientation:** The Art Institute of Vancouver will conduct a mandatory orientation for all new residents during the first week of occupancy. Failure to attend may result in a disciplinary warning.

**N. Mail:** Mail is delivered to central mailboxes. Tampering with another resident's mail is a federal offense and could result in criminal charges as well as termination.

**O. Common Areas:** The public halls and stairways of the Complex shall not be obstructed or used for any other purpose than ingress to and egress from the Units in the Complex, and the fire towers and fire escapes shall not be obstructed in any way. No article shall be placed in the halls or on the staircase landings, fire towers, or fire escapes, nor shall anything be hung or shaken from the doors or windows. Student may store bicycles, skateboards and roller blades in their

units. Bicycles may not be locked, chained or fastened in any manner to banisters or guardrails within stairwells. Skateboarding or roller-blading inside the property is prohibited.

**P. Use of Unit:** The Unit is intended for residential use by the students assigned to it by The Art Institute of Vancouver. The Unit may not be used by any other persons or for any other purpose, including commercial ventures and solicitation, noise that in the opinion of the Complex, The Art Institute of Vancouver or other residents, is excessive or unreasonable is prohibited. The overnight use of the Unit by any unassigned person without the permission of The Art Institute of Vancouver is prohibited. The Student shall not add or affix any locks or bolts or doors or windows. Window screens are not to be tampered with.

**Q. Fire Safety Equipment/Security Systems:** Students may not in any way alter or tamper with existing locks, security systems, procedures or fire safety equipment. Smoke alarms and fire extinguishers are provided in each complex. Tampering with fire extinguishers and fire alarms is prohibited and will result in a fine levied against the Student of \$1000 and is cause for immediate eviction. Disengaging smoke detectors is prohibited. Students may not install additional locks in the Unit. Student may not prop open any exterior doors.

**R. Keys/Access Cards:** Each student is provided with keys/access cards for his or her Unit, mailbox and or exterior doors. Students may not give their keys/access cards to anyone at any time or for any reason. If a Student loses a key/access card, there will be a fee for replacement. If a student becomes locked out of his or her Unit, the staff will admit them to the Unit. There may be a charge for this service. Repeated incidents of students locking themselves out of their rooms may result in a fine and/or disciplinary action.

**S. Discipline Procedure:** All Students are to comply with the reasonable requests of any Art Institute of Vancouver official seeking to enforce the Rules and Regulations of the Complex and the Policies and Procedures of The Art Institute of Vancouver. At the discretion of any Art Institute of Vancouver official, all students assigned to a Unit may be disciplined, placed on probation or otherwise be held responsible for any violation of the Student Housing Agreement or for refusing to comply with any reasonable request from an Art Institute of Vancouver official.

Under normal circumstances the process for disciplinary action will entail the following: Written Warning, Probation and Eviction. Art Institute of Vancouver officials may, at their sole discretion, elect not to issue a Written Warning or a Probation Notice. An Evicted Student is not allowed back on the premises for any reason. If such student returns for any reason they will be arrested for trespassing and may be subject to termination from The Art Institute of Vancouver. In addition to the Eviction, Student will be liable to The Art Institute of Vancouver for all costs pertaining to the penalties for breaking this Agreement.

A serious breach of the Rules and Regulations does entitle The Art Institute of Vancouver to evict immediately and may lead to termination from The Art Institute of Vancouver. **[All conditions of a regular Eviction apply.]** If in the judgment of any Art Institute of Vancouver official a student is in clear and present danger to himself, others or property he/she will be subject to an immediate eviction and may lead to termination from The Art Institute of Vancouver. Depending on the nature of the infractions, Students who violate the Rules and Regulations may be subjected to further disciplinary action from The Art Institute of Vancouver up to and including termination. Students have the right to appeal an eviction as per established student conduct guidelines.

*\*Each student living in School-Sponsored Housing will be required to initial and sign a copy of these Rules and Regulations at the Student Housing Orientation.*