



MEDICINE HAT  
COLLEGE



RESIDENCE HANDBOOK  
2024-2025

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## WELCOME!

Student Residence is your home away from home and is a great place to make a lot of friends. For those first timers away from home, Student Residence is also a great place to try your hand at practical skills, like cooking Kraft Dinner, washing your own clothes, and cleaning floors and toilets!

Chances are you will be living with three people you have not met before. There is usually a period of adjustment, and this usually requires a lot of understanding and tolerance. Remember, this is a new experience for your roommates too! Be honest, courteous, and respectful of your roommates, and if you have some problems, just talk to them. If issues arise and you cannot resolve them, please inform the Student Residence Office.

If you ever have any questions, problems, or suggestions, don't hesitate to contact one of our friendly Residence Assistants, Student Residence office staff, or the College Counsellors.

Welcome to a dynamic and exciting year at Medicine Hat College. We hope you enjoy your stay with us!

### IMPORTANT PHONE NUMBERS

Student Residence Office:	403-529-3820
College Switchboard:	403-529-3811
Residence Assistant	
Couleeview:	403-952-1498
Golfview:	403-952-1499
Security:	403-529-3911
College Counsellors:	403-529-3819
Emergencies:	911

# THE RESIDENCE ASSISTANT

## WHAT IS A RESIDENCE ASSISTANT?

Residence Assistants (RAs) are students that help you with any residence or interpersonal problems you may have. They wear many hats including organizer, security, advisor, social convener, referee, confidante, and friend. They will always try to deal with you in an honest, courteous, and respectful manner and expect the same treatment in turn.

## WHY DO YOU NEED THEM?

A Residence Assistant position exists for the benefit of the student. As they work for the College, Residence Assistants must report violations of the rules/regulations, or any other behavior believed to be detrimental to the community of Medicine Hat College and/ or its residents. Please support their efforts in helping with roommate conflicts or organizing activities for the Residence.



## WHAT ARE THE DUTIES OF A RESIDENCE ASSISTANT?

- RAs are responsible for specific units (also known as 'Islands.').
- They mediate roommate disputes.
- They pass on information and receive feedback from the students so that any problems can be addressed.
- They organize and promote social, educational, recreational and cultural activities for the Residence.
- They follow the Student Residence and College rules, setting a positive example.
- They participate in all required training programs and attend weekly RA meetings.
- They inform all students of rules and policies, enforce rules, and follow up on violations according to residence rules.

## HOW DO YOU CONTACT THEM?

There is always an RA on duty in the evenings (4:30 pm-8:30 am) and on weekends. You will be given a schedule of who is on duty each week, and a white board will be posted in the window of the Student Residence Office as well as in the window of the RA on duty.

RAs on duty can be reached by calling:

**Golfview Residence:** 403-952-1499

**Couleview Residence:** 403-952-1498

## WHO CAN APPLY TO BE A RESIDENCE ASSISTANT?

To be a Resident Assistant, you must:

- Have demonstrated leadership qualities.
- Be able to exercise fair judgment and self-control in all situations.
- Have a great attitude with strong communication skills.
- Have lived in residence for at least one academic year.

## HOW DO YOU BECOME A RESIDENCE ASSISTANT?

Submit your resume to the Student Residence

Office (by email) once the positions are posted.

## STUDENT RESIDENCE

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### STUDENT RESIDENCE OFFICE HOURS

**Monday to Friday:** 8:30 a.m. - 4:30 p.m.

**Weekends & Holidays:** Closed

Contact the RA on duty after office hours.  
Phone numbers are posted in the Student Residence Office.

### APPLYING TO STUDENT RESIDENCE

You may apply for Student Residence at any time, even before you are accepted to Medicine Hat College. MHC has the right to deny any application. Applications can be completed through our website at : <https://mhcab.starrezhousing.com/StarRezPortal/948900D6/1/1/Home-Home?UrlToken=E019CDA7> A refundable security deposit of \$300 must accompany your application.

### ACCEPTANCES

Medicine Hat College Student Residence is for single students.

During the Fall/Winter semesters, registered full-time students (as per the Medicine Hat College academic calendar's definition) from outside the immediate Medicine Hat area are given preference. A certain number of units are available for apprenticeship students and students with physical disabilities. Some beds may be reserved for specific College divisions until June 30. Space permitting, consideration is given to students intending to stay shorter periods of time (i.e., one semester).

Notwithstanding the preceding conditions, acceptances are handled on a first-come, first-served basis, based on the date applications are received. Space permitting, participants in the MHC International Education projects may

also stay in the Student Residence. The Student Residence Office reserves the right to adjust these policies as deemed necessary.

During the Spring/Summer semesters, registered full-time students (as per the Medicine Hat College academic calendar's definition) from outside the immediate Medicine Hat area are given preference. A certain number of units are available for apprenticeship students. The following are examples of others permitted to stay in Student Residence during this period of time:

- Medicine Hat College students who want to remain in the Medicine Hat area for summer work.
- Post-secondary education students involved in field placements, practicums, and co-op programs.
- Students associated with DRDC Suffield conference participants.
- Visiting faculty and new MHC employees.
- Contractors working for the College (i.e., computer programmers on project work).
- International Education participants.
- Sports camps participants.
- Conservatory summer programs participants.

### ROOM ASSIGNMENTS

Assignment is subject to gender identity, as well as a mix of other factors (i.e., quiet units, non- drinking units, etc). Generally, each unit will represent students from a mix of academic programs, athletic teams, and geographic regions. For a wide variety of reasons, unit and room assignments may be changed at the discretion of the Student Residence staff.

### ROOM CHANGES

Should you request a change in your unit assignment during the academic year, you may be accommodated if possible, and an administration fee of **\$50** will be charged to

your account. If you are re-assigned to another unit or room at our request, the \$50 fee will not apply.

## **APPLICATION/SECURITY DEPOSIT REFUND**

### **FALL SEMESTER**

You may receive a refund on your application or security deposit based on the following conditions:

#### **1. Full Refund**

- If you are an accepted student who withdraws your application on or before July 1st.
- If you are not accepted into Student Residence.
- If you are not accepted into a college program.

#### **2. Partial Refund**

- If you are an accepted student who withdraws your application after July 1st but before August 1st, you will receive a full refund minus a \$50 service fee.

#### **3. No Refund**

- If you are an accepted student who withdraws your application after August 1st, you will not receive a refund.

### **WINTER SEMESTER**

You may receive a refund on your application or security deposit based on the following conditions:

#### **1. Full Refund**

- If you are a continuing student from the fall semester who withdraws before December 1st. You will receive a full refund of your deposit minus any outstanding rent or damage charges.
- If you are an accepted new student who withdraws your application on or before December 1st.
- If you are not accepted into Student Residence.
- If you are not accepted into a college

program.

#### **2. Partial Refund**

- If you are an accepted new student who withdraws your application after December 1st but before December 15th, you will receive a full refund minus a \$50 service fee.

#### **3. No Refund**

- If you are an accepted new student who withdraws your application after December 15th.
- If you are a continuing student from the fall semester who withdraws after December 1st.

## **SPRING/SUMMER SEMESTER AND APPRENTICE APPLICATIONS**

You may receive a refund on your application or security deposit based on the following conditions:

#### **1. Full Refund**

- If you are an accepted residence applicant who withdraws your application at least two weeks before your move-in date.

#### **2. Partial Refund**

- If you are an accepted residence applicant who withdraws your application before your move-in date, but less than two weeks prior to it. You will receive a refund of half of your application/security deposit.

#### **3. No Refund**

- If you are an accepted residence applicant who fails to show up on move-in day without prior notification of withdrawal, you will not receive a refund.

## **RENTAL AGREEMENT AND THE PAYMENT OF RENTAL FEES**

### **FALL/WINTER SEMESTER**

If you are entering Student Residence in the fall semester, you must sign a Rental Agreement for both the fall and winter semesters. By signing the Rental Agreement, you agree to adhere

to the rules and guidelines outlined in the handbook. You may cancel the winter portion of the Rental Agreement without penalty by December 1st.

Rent for the fall semester must be paid in full by August 1st. If you remain in Student Residence for the winter semester, rent must be paid in full by December 1st. Failure to pay your fees on time may result in eviction.

If you are entering Student Residence in the winter semester, you must sign a Rental Agreement for the winter semester. Rent for the winter semester must be paid in full by December 1st. Failure to pay your fees on time may result in eviction.

You may terminate your Rental Agreement in the fall and winter semesters, but no refund will be provided for your semester fees.

### **SPRING/SUMMER SEMESTER**

If you are accepted to stay in Student Residence during the spring or summer semesters, you must sign a minimum one-month Rental Agreement.

If you are accepted to stay in Student Residence during the spring or summer semesters, you must sign a minimum one-month Rental Agreement.

#### **Payment:**

- Returning students must pay their rent in full one week prior to the start of the Rental Agreement.
- New students must pay their rent in full by the move-in day.

#### **Termination:**

- You may terminate your Rental Agreement with 30 days' notice. A refund will be issued for the remaining rent.
- Failure to provide 30 days' notice will result in the loss of one month's rent (i.e., if you sign a one-month Rental Agreement

and decide to leave early, you will forfeit the remainder of your rent).

Day rates are available. Please contact the Student Residence Office for details.

### **RENT REFUND**

In the event you terminate your semester Rental Agreement, you will forfeit all rental fees. You will also be liable for your full semester's fees, if you still have a balance with the residence office. However, you will receive a full refund of your deposit, less any outstanding rent or damage charges.

If you withdraw from or are dismissed from a college academic program, you will forfeit all rental fees. You will also be liable for your full semester's fees, if you still have a balance with the residence office. Nevertheless, you will receive a full refund of your deposit, less any outstanding rent or damage charges.

In the case of eviction from residence, you will forfeit all rental fees and you will also be liable for your full semester's fees, if you still have a balance with the residence office. Nonetheless, you will receive a full refund of your deposit, less any outstanding rent or damage charges.

### **FINANCIAL AID**

If you have questions about student loans, awards, and bursaries available at MHC, stop in at the Student Aid Office or phone 403-529-3996.

## **MOVING IN**

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### **CHECK-IN**

You will be advised as to the specific dates to check into Student Residence.

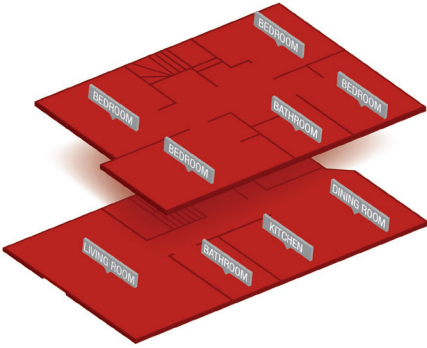
### **CHECK-IN INSPECTION**

Upon checking in, you must complete a unit/ bedroom inspection sheet. To ensure that you will not be charged for damage done

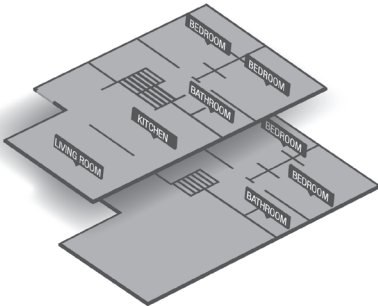
by a previous resident, it is crucial that you thoroughly complete your move-in inspection sheet and hand it in to the Student Residence Office within two days after check-in. Failure to submit a move-in inspection may result in additional charges at move-out time.

## FLOOR PLANS

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### GOLFVIEW



### COULEEVIEW

## LIVING IN RESIDENCE

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### CLEANING AND INSPECTIONS

To help you maintain your living space, Student Residence Staff will conduct monthly inspections of all units during the academic year. Prizes will be awarded to the cleanest units. Notices of upcoming inspections will be distributed at least 24 hours in advance. During these regular inspections, only the common areas of the units are inspected (bedrooms are excluded). Each unit will receive a Cleaning Wheel, which species each person's individual cleaning duties each week, helping the Residence Staff allocate any cleaning costs at checkout. Cleaning fees will be assessed at contractor rates, and a \$15 administration fee will also be added to your account.

### COUNSELLING

Free, confidential personal counselling is available if you are struggling with life issues (depression, anxiety, stress, relationships, addictions) that may affect your academic success. Please call **403-529-3819** to book an appointment during office hours. The distress center can also be contacted after hours at **1-800-784-2433**.

### ACADEMIC SUPPORTS

You are highly encouraged to utilize the college's numerous free personalized supports designed to help you achieve your academic goals. Find support for academic advising, coaching, writing, career counselling, tutoring, exam accommodation, and Indigenous resources by calling **403-529-3819**.

### COLLEGE CLINIC

There is a walk-in clinic located in the main campus building. Clinic hours vary. Please check the schedule at F107.

### ILLNESS

Keep an eye on your roommates in the case of

## LIVING IN RESIDENCE (CONTINUED)

an unattended illness. Report any concerns to the RA on duty, or the Residence Office. If you have not seen your roommate for several days, please report to the Residence Office.

If you suspect a fellow resident is depressed or suicidal, report it immediately to the RA on duty, the Student Residence Office, via the Student at Risk Support form ([mhc.ab.ca/SARS](http://mhc.ab.ca/SARS)), to a college counsellor, or by calling 9-1-1.

### PERSONAL PROBLEMS OR ROOMMATE PROBLEMS

You are encouraged to attempt to resolve any personal or roommate problems on your own or as a group. If this is not possible, contact an RA, or the Student Residence Office for assistance. Every effort will be made to resolve or mediate the problem. You may also contact a college counsellor for assistance. Remember, the best way to resolve things is to talk about them!

### EMERGENCIES/FIRE PROCEDURES

Our Residence Assistants are trained to handle emergency situations in residence. In case of an emergency, immediately contact the Residence Office or college security. After 4:30 p.m. and on weekends, please contact your RA on-duty or college security.

For extreme emergencies requiring immediate medical, police, or fire assistance call 911. For all emergencies, the RA on duty should be contacted as soon as possible so they can direct any arriving emergency personnel.

It is important that your smoke alarm be always operating. Please do not remove the battery. A fire extinguisher is located in your kitchen as well as upstairs, for Golfview residents. If you are not sure how to use the fire extinguisher, come to the Student Residence Office for instructions. If an actual fire occurs requiring a fire extinguisher to be discharged,

immediately inform the RA on duty. Tampering with safety equipment could lead to injury of residents and violations are dealt with seriously.

### SAFETY

Take responsibility for your own personal safety.

For example:

- Lock your doors and always keep your keys with you.
- Don't leave your keys in the mailbox or give them to others to use. This is a violation of residence rules.
- At night, walk to and from the college with a buddy (or Safe Walk App.)
- Don't let strangers into your units.
- Limit your consumption of alcohol.
- Make sure bedroom windows are closed and locked when you are away for extended periods of time.
- Limit gatherings in your unit to 15 people or less. Exceeding this is a residence violation.
- Call Security and the RA on duty for help if parties get out of control (i.e., fights or health concerns).
- Don't place flammable items near furnace.
- Store propane cylinders and gas cans outside.
- Report all strangers to the Student Residence Office, an RA or the police.
- Call an RA or the Police (911) if there's an emergency or any safety concerns.
- Don't wait. Report all incidents or infractions to an RA or the Student Residence Office

### INSURANCE

You are advised to obtain a basic tenant's insurance package to cover your personal possessions (i.e., lost, stolen or damaged articles) and third-party liability. The College is not responsible for the loss of personal possessions



## MAIL

Canada Post delivers personal mail to your assigned module and compartment. Keys can be obtained from the residence office. If any mail is undeliverable, please return it to the Residence Office. Students can collect their packages from the residence mailboxes, ensuring they only take items addressed to them. If any mail is received for someone who doesn't live in the unit, it should be brought to the office. Please note that the Residence Office is not liable for any lost or stolen mail.

## GARBAGE & RECYCLING

The large dumpsters located in the parking lots of Golfview and Couleevew are allocated for your garbage. You are responsible for keeping the outside of your unit free of garbage, bottles, cigarette butts et cetera. Recycling bins for paper, cardboard, food scraps, and plastic are located in Golfview and Couleevew.

## PARKING

A limited number of paid parking stalls are available on a first-come, first-paid basis (One stall per person). Parking is a non-refundable fee. Cars without the approved parking permits will be subject to municipal parking tickets and may be towed at the owners' expense and liability. A parking ticket will be issued for any vehicle parked in no parking areas. Student Residence parking tags do not allow you to park in other assigned stalls in residence or other College lots. Please contact the Student Residence Office for details. Guest parking is available in Golfview, and in the Couleevew parking lot. Subletting your parking stall is not allowed.

## COMMUNITY ROOM

You are welcome to use our amazing community room, a versatile space designed for your convenience and enjoyment. It features a fully furnished kitchen, perfect for preparing meals or hosting gatherings. The

living room area is equipped with a TV for your entertainment, and there's a computer room available for anyone needing to work or study. To use the community room, you will need to sign up at the Residence Office and the space can be used throughout the day. The community room should be vacated by quiet hours beginning at 11 pm from Sunday – Thursday and at 1 am on Friday and Saturday. We hope you will make the most of this welcoming space.

## RESIDENCE RULES

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### ACCESS TO UNITS AND ROOMS

The Student Residence staff reserves the right to enter all units and bedrooms at any time for such reasons as, but not limited to:

- Violation of Student Residence rules
- Suspected illegal activities
- Safety related issues
- Urgent cleaning
- Emergencies
- Checking of thermostats during holiday periods
- Showing of units for rental to other parties
- Allowing access to outside agencies, such as telephone or cable companies

You can NOT approve entry into your roommates' bedrooms

Law enforcement agencies will be allowed entry only if documentation is provided to Medicine Hat College staff, or where there are reasonable grounds to suspect that a crime is being committed on the premises or during extreme emergencies

### MAINTENANCE OF THE FACILITY AND EQUIPMENT

If you have filled out a maintenance work order or emailed the Residence Office to advise of

## RESIDENCE RULES (CONTINUED)

a repair, we will use this as authorization for maintenance to enter your unit.

In the event that maintenance has to enter your unit to do annual inspections or equipment replacement, you will receive at least 24 hours' notice explaining what type of work and the area of the unit that they will have to access. Maintenance reserves the right to enter units and bedrooms at any time without notice for emergencies such as, but not limited to, fire, water damage, etc.

### DAMAGES

You are financially liable for all damages or losses to your room and its furnishings. All members of a unit share financial responsibility for damages or losses in common areas, including outdoor lights, doors, doorbells, windows, screens, and woodwork. Residents will be charged a \$100 if a fire extinguisher is discharged for reasons other than an emergency. You are also responsible for any damages or losses caused by your guests are your responsibility. Any damage must be reported immediately to staff.

Please do not attempt to make your own repairs. Repair costs will be divided equally among all residents in a unit unless individual residents accept the responsibility. Should the person(s) responsible for damages fail to accept responsibility, the Student Residence Office may conduct an inquiry to determine responsibility.

A \$300 deposit must be maintained throughout the duration of the agreement period. If you are not returning to Student Residence, any damages and/or cleaning costs noted in the final checkout inspection by Student Residence staff will be deducted from your deposit. In the event that damages exceed the deposit, you will be billed for the balance. If the balance is not paid, the matter will be referred to a collection agency and you will retain an unpaid account at the College. Significant damages may result in eviction for those responsible.

### ALCOHOL / BINGE DRINKING

You must be 18 years of age to have alcohol in your residence unit. Consumption of alcohol is allowed in the units only and responsible use is expected. Items, products, or games that promote or are conducive to excessive drinking, such as kegs, beer bong, and funnels are not allowed in residence and maybe confiscated. Displays in windows or other prominent places promoting alcohol, including bottles and cans is prohibited.

### FIREARMS, OFFENSIVE WEAPONS, EXPLOSIVES AND COMBUSTIBLES

The storage or use of air soft guns, paint ball guns, bows, arrows, firearms, offensive weapons, ammunition and combustibles, or explosives of any type are not allowed in Student Residence units or on college property. You may be subject to eviction.

Other prohibited items inside include, but are



not limited to:

- Candles & Lava lamps
- Propane cylinders
- Gas cans
- Barbecues
- Space heaters
- Halogen neon or hydroponic lights
- Non-LED decorative lights
- Live trees

Incense and decorative lights may only be it or turned on when residents are home in their unit

### **FURNITURE AND APPLIANCES**

NOTE: Waterbeds and dishwashers are not permitted.

You are asked to report problems with appliances (i.e., washer, dryer, stove, fridge, deepfreeze, microwave, air conditioner, furnace, and hot water tank) to Facility Operations. Please complete a work order online on your StarRez profile under the 'Maintenance' tab. In the case of emergencies, a maintenance person can be reached during the day via the Student Residence Office. After hours, please contact the RA on duty.

All furniture in the units is to remain where it is located (the bedroom furniture stays in bedrooms, kitchen furniture in kitchen, et cetera). We do charge to move furniture to the original location. College furniture should not be used as outdoor patio or lawn furniture. Appropriate lawn furniture is to be used for outside furniture (i.e., using couches outside your unit is not permitted). Barbecues must remain outside.

### **GUESTS AND COHABITATION**

If all your roommates are in agreement, you are permitted to have up to two overnight guests for a maximum of three nights per month. Guests must be registered online by completing a Guest Pass form.



The College reserves the right to not approve guest passes. **YOU ARE RESPONSIBLE FOR THE CONDUCT OF YOUR GUEST(S).**

As an example, if they tamper with the safety equipment **YOU** may be evicted. Student Residence is intended for single students. If you wish to pursue a cohabitate lifestyle, you must secure off-campus housing.

Basements are not to be set-up as bedrooms for residents or guests as this violates fire code and will result in probation and/or eviction from Residence.

Allowing unauthorized persons into MHC Residence including, but not limited to evicted or banned individuals, will result in probation and/or eviction from Residence.

Additionally, giving out your residence keys to anyone is a violation of our policy and will result in probation and/or eviction.

### **HARMFUL BEHAVIOUR**

If you exhibit behavior that is harmful to yourself, disruptive, or disrespectful to RAs, staff or to others, regardless of reason or cause, you may be asked to find more suitable accommodation off campus.

If you compromise your personal safety (i.e., self-abuse, eating disorders, suicide attempts, underage drinking) you may be asked to pursue counselling or emergency medical services. Where behavior or health issues are of a serious

## RESIDENCE RULES (CONTINUED)

concern, Residence reserves the right to notify a parent or guardian. Residence also reserves the right to evict you from the premises.

### SMOKING/VAPING

Smoking or vaping is prohibited indoors. This includes, but is not limited to tobacco, shisha, and cannabis. Smoking inside your unit is a violation of both Residence rules and the college Smoke Free Environment Policy.

If you have a complaint about someone smoking in your unit, you need to let the Residence Office know. You can contact the Residence Office, or the RA on Duty. Your roommates have the right to a smoke-free environment.

Medicine Hat College's No Smoking Policy requires you to be a minimum of 20 feet away from an entrance if you are smoking. Please keep the grounds clean of cigarette butts and garbage and instead dispose in the closest receptacle.

### Cannabis Use

- Residents are permitted to consume cannabis (smoking or vaping) outside of their unit. Doors and windows
- of must be shut to avoid smoke/ vape odors from entering the unit.
- Edibles, oils and cooking of cannabis products is prohibited.
- Although plants are technically allowed in personal homes, plants are NOT permitted in MHC Residence.
- Cannabis sale/distribution is illegal.
- All cannabis products (Including paraphernalia – bongs etc.) must be stored in a sealed odorless container to reduce odor inside the unit. This will be monitored during unit inspections. Failure to comply could result in fines or confiscation.
- Medical cannabis users must register with MHC's Accessibility Services Centre.

- All cannabis brought on to any college owned or leased space must be legally obtained.
- Residents 18 years and older are permitted to publicly possess a maximum of 30 of dried cannabis.
- MHC main campus is a smoke free environment.

## DRUG USAGE

### Illegal Drugs

Students in residence are prohibited from being involved with trafficking, possessing, using, consuming, and or/snorting of any illegal drug substance in residence. Evidence of illegal drug traces or drug paraphernalia, or the smell of prohibited substances in or near the residence building will be assumed to be conclusive of use or possession.

### Harm Reduction

Medicine Hat College is committed to offering ongoing education and promoting awareness initiatives about cannabis to students and employees. This will support ongoing alcohol and drug education initiatives utilizing an awareness, prevention, and harm reduction approach.

### KEYS/LOCKOUTS

You will be issued a key once you have paid your rental fees and signed your contract. One key opens the outside door to the unit, and another opens your specific bedroom door. If you move out before your contract end date, the keys must be returned to the Student Residence Office. Failure to return keys will result in a \$80 re-keying charge to your account. A \$15 administration fee will also be applied. Duplication of Student Residence keys is a violation of the Student Residence Rental Agreement and you will be subject to eviction. Upon expiration or early termination of your Rental Agreement, or in the event of eviction,



*Golfview Residence*

keys must be returned to the Student Residence Office. You will incur the cost of any damages or cleaning in your assigned unit until keys are returned.

### **QUIET HOURS**

The major factor in any successful residential setting is consideration of others. With this in mind, stereo equipment should be played at a volume that is acceptable to everyone directly involved. Similarly, private parties and social gatherings should be considerate of other residents' needs (i.e. sleep, study time, et cetera). As a general rule, sound levels should be such that voices and music are confined to the physical boundaries of your room or unit. If you are disturbed by noise, go directly to the person(s) involved or contact the RA on duty. Quiet Hours are:

Sunday – Thursday:	11 p.m. to 8:30 a.m.
Friday – Saturday:	12 a.m. to 8:30 a.m.

The only exception to the above Quiet Hours is during final exam times. During the exam period Student Residence observes 24-HOUR

QUIET HOURS. 24-Hour Quiet Hours begin at 8 am on the day prior to the start of exams and continue through until after the last exam has been written.

### **PARTIES**

The number of people attending a gathering should not exceed approximately 15 people and must be contained inside your residence unit. If parties or any other gathering becomes uncontrollable, they will be shut down and if need be, the police will be called. Advertising for parties in residence is not allowed, this includes advertising on Facebook, Twitter, and other social media sites.

### **PETS**

We love animals! That is one good reason why we ask you to leave your pets at home. Consideration for your roommates is another. But there is an exception. Fish. The College will allow you to have fish as long as your aquarium holds **10 gallons or less**. You **ARE NOT ALLOWED AT ANY TIME** to have any pets

of any kind in your unit. If you do have fish, please remember to clean the tank regularly. Residence staff will not feed your fish over breaks. Arrangement to bring registered assist dogs must be made in advance with the Coordinator of Student Residence.

## **SNOW REMOVAL**

You are responsible for clearing snow from the doors of your unit to the main pedestrian sidewalk. Each unit is provided with a shovel.

## **STORAGE**

Skis and other similar items must be stored in the basement or crawl space. Bikes must be stored in the basement in the Golfview Residence and in the entrance hallway in the Couleeview Residence. Student Residence will not store personal belongings for anyone living in residence.

## **THERMOSTATS**

Ensure that your thermostat is set to “Auto” no lower than 20 C. This is in order to prevent any damage to our furnaces.

## **WALLS AND CEILINGS**

To maintain the quality and safety of our residence units, we kindly ask you to refrain

from using nails, tacks, or any other methods that might damage walls and ceilings when hanging items. Additionally, please avoid hanging heavy or bulky items that could pose a hazard. Failure to comply with these guidelines may result in fines, probation, or even eviction.

## **MOVING OUT**

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### **CHECKOUT INSPECTIONS**

Upon checking out, the Student Residence staff will inspect your unit and bedroom. Refer also to the sections on Damages & Cleaning.

### **DAMAGE AND CLEANING CHARGES**

Replacement or repair costs will be charged as estimated, and charges will be administered even if work is not immediately completed. Cleaning will be based on contractor rates.

A \$15 administration fee will also be applied

### **MAIL**

When moving out, you are responsible for completing a Canada Post “Change of Address” card as well as a Medicine Hat College Change of Address Card. We will not forward your mail after you move out of Student Residence.



# DISCIPLINE PROCEDURE

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Please refer to the Student Non-Academic Misconduct Policy: [SD-04 STUDENT NON-ACADEMIC MISCONDUCT.pdf](#)

You are responsible for observing the terms and conditions of the Student Residence Handbook, the Student Residence Discipline Procedure and the Student Residence Agreement/Contract.

The Student Residence Handbook and the Student Residence Discipline Procedure outline behavioral expectations and the types of actions levied for offences. No student is exempt from the terms and conditions of the Student Residence Discipline Procedure for any reason.

## COMMUNITY STANDARDS

Community standards have been established in order to create a safe, comfortable, and effective living and studying environment, to ensure your physical and emotional well-being and the protection of personal, Student Residence and College property. The following principles apply to all residents:

- Respect the physical and emotional rights of fellow residents.
- Respect the educational mission of the College, helping to maintain an environment conducive to academic achievement.
- Exercise care and consideration when using College facilities.
- Be concerned with your own personal development and purpose for residing in this community.
- Accept responsibility for your behavior and that of your guest(s) at all times.

Discipline is viewed by Student Residence as an acceptance of one's responsibility within a community with respect for the rights of others, and as an educational means of correcting inappropriate behavior.

## DISCIPLINE SYSTEM

Misconduct by residence students or guests

in the residences, or anywhere on the campus grounds of Medicine Hat College, will result in discipline against the individuals involved in the incident. If the College deems the violation to be of a more serious nature the College will evict an individual(s) from Student Residence within 24 hours notice, and/or take further steps if deemed necessary, as per the student non-academic misconduct policy and procedure.

The standard of whether a resident is "responsible" or "not responsible" for the violation of the policies rests with the "preponderance of evidence" – that is, would a reasonable person, upon reviewing the information provided, come to the same conclusion as the administrator reviewing the case. The standard in Residence discipline cases is unlike criminal cases which is usually "proof beyond a reasonable doubt."

Any behavior (not limited to the following), which adversely affects a student or staff's rights or adversely affects the College or personal property, is subject to Disciplinary Procedures.

## POSSIBLE SANCTIONS: ANY OF THE FOLLOWING SANCTIONS LISTED CAN BE APPLIED AT ANY TIME WITHOUT FOLLOWING A PARTICULAR SEQUENCE.

### 1. VERBAL WARNING

Any member of the Student Residence Staff can issue these. Verbal warnings are recorded on student files.

### 2. WRITTEN WARNING

May be issued if a verbal warning has been given and ignored or when the seriousness of the incident warrants a written warning. The Coordinator of Student Residence will issue a written warning.

### 3. FINE

May be issued when a verbal or written warning

has been ignored or when the seriousness of the incident warrants a monetary fine. The RAs can recommend the Residence Office if they believe that a fine should be issued, and the Coordinator of Student Residence will issue fines. Should you receive a fine, you must report to the Coordinator of Student Residence by the deadline set by them.

#### **4. PROBATION**

Following an incident of a serious nature or an accumulation of two minor offences, you may be placed on Probation. Student Residence probation means that if you are involved in any future incidents in which you or your guest(s) violate Student Residence Community Standards, it can result in your eviction from Student Residence. If you wish to return to Student Residence for a subsequent year you may be placed on probation as a condition of acceptance to Student Residence.

#### **5. EVICTION**

Will occur if you violate the conditions of probation, including but not limited to, non-payment of fees, assault, disrespect to residence staff or any individuals, display of extreme behavior, tampering with safety equipment, failure to maintain status as a student, or other similar incidents of a serious nature. Evictions that result from behavioral issues or due to violations of a serious nature will carry an indefinite ban from all residence property. Please refer to page 18 for eviction procedure and appeal process.

#### **6. STUDENT RESIDENCE BANS**

When you are banned, you cannot return to Student Residence or any Student Residence functions. Student Residence bans can apply to both Students and their guests. MHC Security has the right to escort anyone out if they resist this sanction. Violation of this ban will result in trespassing charges being laid by the Medicine Hat City Police. A Student Residence

ban may occur following an eviction and be indefinite.

#### **7. DENIAL OF RE-ADMISSION**

If you apply to live in Student Residence for a subsequent year, you can be rejected based on previous behavior, damages, and/or lack of cleaning during the year and/or at time of move out. Late or non-payment of rent, other fees or fines may also influence future acceptance into Student Residence Medicine Hat College has the right to deny any application.

### **VIOLATIONS**

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#### **1. GIVING UNAUTHORIZED PERSONS RESIDENCE KEYS OR PARKING TAGS.**

- Verbal / Written Warning
- \$100 fine
- Probation or Eviction as warranted

#### **2. VIOLATION OF QUIET HOURS.**

- Verbal / Written Warning
- \$100 fine
- Probation or Eviction as warranted

#### **3. OPEN ALCOHOL ON STUDENT RESIDENCE GROUNDS.**

- Verbal / Written Warning
- \$50 fine
- Probation or Eviction as warranted

#### **4. SMOKING/VAPING IN UNITS (INCLUDING CANNABIS).**

- Cultivation of cannabis
- Unsealed cannabis and paraphernalia
- mproper cigarette butt disposal
- \$250 fine
- Probation or Eviction as warranted

#### **5. JEOPARDIZING SAFETY, MISUSE OF FIRE EXTINGUISHER, SMOKE DETECTOR, OR UNIT KEYS.**

- \$150 fine



- Probation or Eviction as warranted

**6. POSSESSION OF A PET.**

- \$100 fine and a written warning stating that the pet must be removed within 24 hours or a notice to vacate will be issued
- Probation or Eviction as warranted

**7. EXTREME UNCLEANLINESS IN UNITS.**

- Verbal / Written Warning + \$100 fine
- Cleaning charges will be subject to contractor rates (min. \$60/hr) + admin fees.
- Probation or Eviction as warranted

**8. SETTING UP SLEEPING QUARTERS IN THE BASEMENT.**

- \$100 fine
- Probation or Eviction as warranted

**9. VIOLATION OF GUEST POLICY - GUESTS STAYING LONGER THAN THREE NIGHTS (INCLUDING NOT REPORTING GUESTS UNDER 18 TO THE RESIDENCE OFFICE).**

- Written Warning
- \$100 fine
- Probation or Eviction as warranted

**10. USING AN EMPTY BEDROOM AND/OR SWITCHING BEDROOMS WITHOUT AUTHORIZATION.**

- Written Warning (Will be requested to move)
- \$100 fine
- Probation or Eviction as warranted

**11. MOVING/USING RESIDENCE FURNITURE OUTSIDE.**

- Verbal / Written Warning
- \$50 fine
- Probation or Eviction as warranted

**12. EXCESSIVE LOCKOUTS (MORE THAN 2).**

- \$25 fine (first time)
- \$50 fine (any other times after the first time) Probation or Eviction as warranted

**13. LITTERING/BAGGED GARBAGE OUTSIDE UNITS.**

- Written Warning
- \$25 fine plus clean up charges
- Probation or Eviction as warranted

**14. OUT OF CONTROL PARTIES.**

- \$250 fine plus cost of repairs and cleaning
- Probation or Eviction as warranted





**15. ADVERTISING FOR PARTIES IN RESIDENCE, INCLUDING USE OF FACEBOOK.**

- Written Warning
- \$150 fine
- Probation or Eviction as warranted

**16. FAILURE TO CLEAR SNOW TO MAIN SIDEWALK.**

- Verbal / Written Warning
- \$25 fine
- Probation or Eviction as warranted

**17. DAMAGE IN UNITS.**

- Written warning plus cost of repairs and cleaning
- Probation or Eviction as warranted

**18. VOIDING OF BODILY FLUIDS AND/OR WASTE IN INAPPROPRIATE PLACES.**

- \$75 fine to each resident. This fine may also be applied to residents who host an event where this activity takes place.

**19. DISPLAYING/USING DISCRIMINATING OR DEROGATORY MATERIAL.**

(This includes all areas in each unit)

- Probation or Eviction as warranted

**20. FAILURE TO REPORT TO THE RESIDENCE OFFICE STAFF WHEN REQUESTED.**

- Written Warning
- \$50 fine
- Probation or Eviction as warranted

**21. HARASSMENT, THREATS, INTIMIDATION OF ANY PERSON OR STAFF MEMBER WITHIN STUDENT RESIDENCE (ANY FORM OF VIOLENCE).**

- Probation or Eviction as warranted

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**EVICCTIONS**

You are subject to immediate eviction from Student Residence in the following situations (not limited to the following list):

1. Vandalism - unreported damage to the College, Student Residence, or the personal property of another tenant. Those responsible will be liable for all damages and cost of repairs.
2. Possession, use or selling of illegal substances in Student Residence.
3. Theft of College, Student Residence, or another tenant's personal property.
4. Physical assault of another person within



Student Residence.

5. Harassment, threats, or intimidation of any person within Student Residence, including computer and/or cell phone technology to communicate inappropriate, demeaning, harassing or threatening messages, photos, videos or other materials.
6. Breaking and entering into any locked or secured Student Residence space.
7. Possession of firearms/weapons.
8. Failure to comply with and/or identify oneself or providing false information to college staff or law enforcement.
9. Extreme lack of personal hygiene.

The Student Residence Rental Agreement may also be terminated by the College in the following situations:

1. Non-payment of residence fees or fines.
2. Withdrawal or dismissal from a College academic program.

### **EVICTON PROCEDURE**

You may be evicted from Student Residence, or face other discipline procedures if your behavior is deemed to be disruptive or unsatisfactory. Notwithstanding the following, the College will take the appropriate action, as the circumstance(s) requires, as per the

student non-academic misconduct policy and procedure.

#### **Procedure:**

- a) Incidents of unsatisfactory behavior, as stated in the Student Residence Discipline Procedure, shall be reported to the Coordinator of Student Residence.
- b) The Coordinator of Student Residence shall then meet with those accused of wrongdoing and the person(s) who reported the incident, in order to determine as accurately as possible, the nature of the offence.
- c) If the Coordinator of Student Residence is convinced that an offence has occurred, the
- d) Coordinator of Student Residence shall review the matter and decide the action to be taken.
- e) The Coordinator of Student Residence shall notify you in writing of both the action and the penalty to be imposed.

#### **External Authorities:**

In some cases serious incidents of unsatisfactory behavior in Student Residence may be turned over to the appropriate authorities outside Medicine Hat College.

#### **Appeal Procedures:**

You may appeal a penalty respecting eviction, or other penalties for unsatisfactory behavior in

residence, by notifying the Director of Student Supports within 14 days from the date on your letter. You must appeal in writing stating why you should not be penalized, or why the penalty should be reduced.

The Director of Student Supports will establish a tribunal within seven days, made up of the Director of Student Supports as chair, a representative from the Students' Association Executive, and a senior manager or faculty member most closely associated with the situation. The Tribunal will make its final decision within seven days following the hearing and you shall be notified in writing of this decision. The decision of the tribunal is final

**SCHEDULE "A":  
MEDICINE HAT COLLEGE LEGAL  
DOCUMENT  
FOR STUDENT RESIDENCE COMPLEX**

**TERMS AND CONDITIONS**

**1. RENT**

(a) In this Agreement, any reference to the College shall include Medicine Hat College and its officers as well as any other authorized representative whom the College has appointed or may appoint from time to time,

(b) Rent payable pursuant to the terms of the agreement shall be paid in advance on the dates specified and it does not include parking/ plug-in.

**2. RESIDENTS COVENANTS**

The Resident covenants with the College as follows:

(a) **RENT:** To pay the College the rent herein reserved at the times and in the manner provided herein without any deduction or abatement whatsoever,

(b) **USE OF PREMISES:** To use the Premises as a residence only and only for himself, and not assign, sublet or part with possession of the Premises or any part thereof; and to use the Premises for lawful purposes only.

(c) **CONDITION:** To keep and deliver up at the expiration or termination of the tenancy, the Premises, all keys thereto, furniture, and effects in their present condition (reasonable wear and tear only permitted) and not to remove any Item thereof from the Premises.

If at the expiration or termination of the tenancy the Premises are not delivered in their present condition (reasonable wear and tear only permitted) or if any of the Items of furniture or effects are removed, broken, damaged, lost or rendered useless, the Resident shall be jointly and severally liable with any other Resident of the bedroom, the cost of repairing any damage or loss to the bedroom or to any College furniture and effects therein, as well as Jointly and severally liable with the Residents of the other bedrooms comprising the unit for the cost of repairing any damage or loss to the unit or college furniture and effects therein.

(d) **PERMIT COLLEGE TO VIEW STATE OF REPAIR;** to permit the College and its servants and agents with or without workmen at all reasonable times, following on reasonable notice, to enter upon and view the condition of the Premises, and that if any want of repair which is the responsibility of the Resident under the terms of this Agreement shall be found on such examination and notice thereof be given to the Resident in writing, the College shall, at its option, repair in accordance with such notice and add cost thereof to the rent herein reserved.

(e) **STUDENT:** To be a full-time Student as per the Academic Calendar's definition at Medicine Hat College.

**(f) NUISANCE;** Not to carry on nor do, nor allow to be carried on or done on the Premises any activity which may be or become a nuisance or annoyance to the College, the public, any other occupant of the Student Residence or of the occupiers of adjoining lands or Premises or to the building in which the Premises are situated or which may increase the premium rate of insurance against loss or fire or liability upon the Resident or invalidate any policy of insurance of any kind upon or in respect of same, or which may cause or result in excessive use of waste of water or increase the amount of water rates payable in respect of the Student Residence and will not increase the consumption of electric power on the Premises beyond the capacity of the wiring on the Premises without prior written consent of the College.

**(g) LIABILITY FOR ESCAPING WATER AND GAS;** To be liable for all damage resulting from the escape of water and gas from the Premises as a result of the negligence of the Resident or from the negligent use of electrical appliances on the Premises by the Resident.

**(h) INSURANCE RESTRICTIONS:** Not to do or permit to be done anything which may void or render voidable the policy or policies of insurance covering the Premises and the building or buildings of which the Premises form a part or of which may cause the premiums in respect of such policy or policies to be increased, and if such premiums are increased as a result of breach of this covenant, the Resident hereby undertakes to indemnify the College against such increase in premiums and such indemnity shall not prejudice the right of the College to proceed against the Resident for breach of this covenant.

**(i) RESTRICTION ON ADDITIONAL EQUIPMENT:** Not to install or introduce within or upon the Premises additional

equipment, additional gas lines, additional water or sewage lines, or additional electrical circuits or additional or other appliances or alter the existing gas, water, sewage and electrical lines and systems without the written consent of the College.

**(j) INDEMNITY:** To indemnify and save harmless the College in respect of all liabilities, fines, suits, claims, demands and actions of any kind for which the College shall or may become liable or suffer by reason or any breach of non-performance by the Resident of any covenant, agreement or proviso of this agreement, or by reason of any act or default by the Resident or any member of his family, household guest. This indemnity shall, where such breach, non-performance, damage to property personal injury or death occurs during the term of this agreement, survive termination of this agreement.

**(k) LAWS:** To abide by and fully comply with all statutes, municipal authority which in any way affects the Premises or the use and occupation thereof,

**(l) REMOVAL OF GOODS:** To remove all of his goods and property at the time of the expiration or termination of this Agreement. If such goods and property are not so removed, the Resident thereby gives express authority to the College to remove and dispose of any property or possessions remaining on the Premises after the Resident has vacated, and the cost of such removal and disposition shall be charged to the Resident.

**(m) RULES;** to observe and perform all the Rules contained in the 'Medicine Hat College Student Residence Handbook attached hereto and forming a part hereof as amended from time to time. If there is any conflict between the Rules as contained in the Medicine Hat College Student Residence Handbook and this

Schedule; Schedule 'A' shall govern.

### 3. COLLEGES COVENANTS

The College covenants with the Resident as follows:

**(a) PEACEFUL POSSESSION:** So long as the Resident shall pay the rent hereby reserved and shall perform and observe the Residents covenants and the conditions herein, the Resident shall peaceably hold the Premises during the term hereof without interference by the College or any person rightfully claiming under or in trust for it.

**(b) MAINTENANCE AND UTILITIES:**

(i) To maintain the exterior walls, party walls, roof and outside of the Premises in good condition.

(ii) To supply and maintain the heating equipment to heat the Premises and repair such equipment at its own expense except for damage to such equipment which has been caused by the Resident or person or persons for whom the Resident is responsible; the Resident to give notice in writing to the College of any malfunction or disrepair in such equipment, and the College covenants to repair with reasonable speed after receipt of such notice.

(iii) To supply electric current:

(a) To the Premises.

(b) If purchased by the Resident, to the plug-in facility in the parking space.

(iv) To supply water gas and sewage service by means of the pipes now

Installed or which may be installed in the Premises.

(v) To supply garbage collection service.

(vi) To keep the roadways and those sidewalks not required to be maintained by the Resident free and clear of snow and ice.

**(c) INSURANCE WAIVER OF**

**SUBROGATION;** The College shall in its sole discretion determine whether or not it shall on behalf of its insurance company, waive subrogation and the right of recovery in favour of the Resident with respect to the perils covered by the policies of insurance carried by the College with respect the Premises and the building upon which the Premises forms a part.

### 4. MUTUAL COVENANTS

**(a) SECURITY DEPOSIT;** That upon the execution of this Agreement, the reservation deposit paid by the Resident to the College at the time of making application for the rental of the Premises hereby becomes the security deposit, to be held by the College against the proper performance of the covenants herein. During the currency at this Agreement, the College shall be entitled to deduct from the amount of the security deposit any monies which become due to the College by virtue of the breach or non-performance by the Resident of the covenants of this Agreement and in particular it is agreed that the College may clean and make any repairs necessary to restore the Premises and furniture and effects to the condition they would have been in had the Resident complied with the covenants in this Agreement and may deduct the cost of so doing from the security deposit. The Resident shall be solely responsible for the cost of repairing any damage or loss to the bedroom or to any college furniture or effects therein as well as jointly and severally liable with the Residents of the other bedrooms in the unit for the cost of repairing any damage to the unit or any college furniture or cleaning costs in excess of the deposit. Upon the expiration or termination of this Agreement the amount of such security deposit, or any balance thereof in the hands of the College shall be repaid to the Resident within sixty (60) days after the expiration or termination of this Agreement.

**(b) VARIATION OF RENT:** That the rent payable by the Resident for the Premises may be varied by the College by giving the Resident thirty (30) days prior notice in writing.

**(c) INSPECTION OF PREMISES;** That the College at anytime upon proper notices be at liberty to enter upon the Premises to examine the same and to make such repairs to the Premises as the College sees fit.

**(d) LIABILITY;** That the College will not be liable for damage or consequential damage to persons or property or loss of property on the Premises due to electrical wiring, plumbing, water sewer, ice, snow, steam leakage, fire, smoke, or nuclear disaster, war, Act of God or any cause whatsoever, except the negligence of the College whether such damage be caused by the default of negligence of another Resident or any person whether lawfully or unlawfully upon the Premises.

**(e) EARLY TERMINATION:** In the event that the Resident:

- (i) Breaches any provision of this Agreement or of the Rules. Or
- (ii) Has in his possession, without authorization of the College, any asset of the College, or,
- (iii) Becomes bankrupt or insolvent, or: removes oil or substantially all of his effects from the Premises, or;
- (iv) For such reasons as the College may, from time to time, determine to be in the best interests of the Medicine Hat College or in the best interest of the other Residents of Student Residences owned by the College. Then and in such case the College may terminate this Agreement upon the College giving twenty-four (24) hours notice in writing to the Resident to that effect. After that period, the College may enter the Premises, take possession thereof and remove the Resident from the Premises and those claiming through and

under the Resident and cause their goods and chattels to be removed from the Premises: all with such force as is necessary in the circumstances and without thereby incurring any liability for trespass and without prejudice to any other remedies which the College might otherwise have available to fit for arrears of payment of rent or breach of any of the other covenants herein.

**(f) RENT;** if the Resident has breached any covenant or term in this Agreement or the Rules and Regulations, the College may terminate this Agreement on twenty four (24) hours notice in writing to the Resident, and in the event of termination as aforesaid, rent shall be payable to the date of giving possession and default of such payment, the College may. In addition to any other rights or remedies, which it may have, withhold the Resident's official transcripts and awards, if any.

**(g) RENTAL AGREEMENT:** Students entering Student Residence in the fall semester must sign a rental agreement for the fall and winter semester, Students may cancel the winter portion of the rental agreement by December 1 with no penalty. Students entering Student Residence in the winter semester must sign a rental agreement for the winter semester. These residents will not be entitled to rent refunds if they should decide to terminate their rental agreement.

**(h) CEASE BEING A STUDENT:** If for any reason the Resident withdraws or is terminated from his academic program at the Medicine Hat College, the agreement herein shall be deemed to be terminated, and the College may in its sole discretion on the giving of notice, require the Resident to vacate the Premises upon the expiration of twenty four (24) hours from the delivery of such notice. A penalty equivalent to the lesser

of one month's rent (calculated from the day of move-out) or the number of days remaining in the original agreement will be assessed to the resident.

**(i) REASSIGNMENT:** The College reserves the right to reassign the Resident to different Premises at any time. In the event that the College determines such reassignment to be necessary, It must give the Resident forty- eight (48) hours notice in writing.

**(j) PREMISES NOT READY:** If the Premises are not ready for occupancy on the date or commencement of the term thereof, then payment of the rent shall not begin until the Premises are ready for occupation, and such abatement of rent shall constitute full settlement of any claims which the Resident might otherwise have by reason of the Premises not being available on the said date, and this Agreement shall not otherwise be affected; PROVIDED HOWEVER, that if the Premises are not ready for occupancy within fourteen (14) days of the date of this Agreement, then this Agreement shall thereupon be terminated and the College shall repay to the Resident all monies received from the Resident pursuant to this Agreement. It is understood that the expiration date of this Agreement shall not be extended by reason of delayed occupancy under this clause.

**(k) OVERHOLDING:** If the Resident shall hold over and the College accepts rent at the expiration of the said term, the new Residency thereby created shall be a tenancy from month to month not a Residency from year to year, provided however, that the said Residency from month to month may be terminated by the College on thirty (30) days notice to the Resident and the Premises may be shown to prospective Residents after notice of termination of the Residency has been given. Any notice to be served by or on the Resident

or the College shall be given during the term of any such month-to-month tenancy. The new Residency shall be subject to the covenants, conditions and regulations herein contained except that the rent shall be from month to month and at the current scheduled rate payable in advance.

**(l) ALTERATIONS:** The College shall have the right at any time during the said term, but not under any obligation by reason of this douse, to repair, remodel, alter, improve or add to the Premises or form a part or to change the location of the entrance or entrances to the Student Residence and the Premises without compensation or responsibility to the resident and for such other purposes, if necessary, to enter into, pass through, work upon and attach scaffolds or other temporary structures to the Premises putting the Resident to no unnecessary inconvenience.

**(m) FIRE:** In case the premises or any part thereof shall at any time during the term hereby granted be burned or damaged by fire or tempest so as to render the same unfit for the purposes of the Resident, then the rent hereby reserved or a proportionate part thereof, according to the nature and extent of the damage sustained and at remedies for recovering the same shall be suspended and abated until the said Premises shall in the sole opinion of the College have been repaired or made fit for the purposes of the Resident PROVIDED THAT in the event the Premises are not rebuilt or made fit for the purposes of the Resident within three (3) months of the said fire or tempest, then this Agreement shall thereupon be terminated and the Resident shall cease to be held liable for rent except such rent as shall have already accrued due.

**(n) WAIVER;** A waiver by the College of any breach of covenant or term or Rule shall not be considered to be a waiver of such covenant or term or Rule generally or of any subsequent



breach of any covenant or term or Rule.

**(o) AGREEMENT:** The whole Agreement between the parties is set forth herein and no representation, warranties or conditions have been made other than those expressed herein, and no Agreement collateral hereto is binding upon the College unless it is made in writing and signed by the College.

Words importing male persons include female persons and the singular includes the plural.

**5. NOTICE:**

All notices given pursuant to this Agreement shall be sufficiently given if mailed prepaid and registered in the case of the College addressed to it at:

Student Residence Office Medicine Hat College  
299 College Dr. SE. Medicine Hat, Alberta  
T1A 3Y6

And in case of the Resident addressed to the Resident at the Premises, and unless party gives notice to the other a change of address, the date of any notice given pursuant to this agreement shall be deemed to be seventy two (72) hours after the date of such mailing.

**MEDICINE HAT  
COLLEGE**



**MEDICINE HAT CAMPUS**  
403.529.3811

**BROOKS CAMPUS**  
403.362.1677

**ADVISING OFFICE**  
403.529.3819

**LIBRARY**  
403.529.3819

**STUDENTS' ASSOCIATION**  
403.529.3820

**TOLL FREE**  
1.866.282.8394

**[INFO@MHC.AB.CA](mailto:INFO@MHC.AB.CA)**

**[MHC.AB.CA/SERVICES/RESIDENCE](https://mhc.ab.ca/services/residence)**