

WOODSWORTH  
COLLEGE  
RESIDENCE 

Woodsworth College Residence is committed to providing residents with a safe, secure, diverse, vibrant and cooperative community that is conducive to academic success and personal development.

The Residence is dedicated to promoting a learning environment that is both challenging and supportive, and expects that residents will contribute to the structure of the residence community and provide feedback to community members.

Residents are expected to apply and integrate their individual talents and interests for the benefit of personal and community development.

Woodsworth College Residence expects all students to contribute in a meaningful way to the residence community, to student groups, to university governance, and to the larger urban community.

In consideration of the mutual covenants contained herein, as well as the Resident Handbook, which forms part of this agreement, Woodsworth College Residence (the "residence") and (the "resident") agree as follows:

#### A. ELIGIBILITY

Only full time University of Toronto students as defined by the university in a registered faculty, in good academic standing are eligible to reside in Woodsworth College Residence unless alternate arrangements have been approved in writing by the Dean of Students. Residents who withdraw from the University or drop below full-time status, or below three courses in either the Fall or Winter semesters, are required to inform the Dean's Office immediately. The college reserves the right to check the academic status of students to confirm their eligibility for residence as required. Preference is given to Woodsworth College students. All rooms are single occupancy.

#### B. TERM

The residence grants to the resident a license to use and occupy a room (the "room") in the residence located at 321 Bloor St. West, Toronto, on the University of Toronto's St. George campus, for a period (the "occupancy period") commencing on September 2<sup>nd</sup>, 2018, at 9am and ending 24 hours after the resident's last final exam in the winter term or 4pm on April 30<sup>th</sup>, 2019 whichever is earlier; unless terminated earlier in accordance with the Occupancy Agreement ("the Agreement").

The residence is closed for the December Winter Break. All residents are expected to vacate their room no later than 24 hours after their final exam or by December 21<sup>th</sup>, 2018 at 5pm EST, whichever date is earlier. The residence will re-open on January 6<sup>th</sup>, 2019 at 9am EST.

#### C. FEES

The Agreement is for occupancy of the entire academic term as outlined above and the resident is liable for the full occupancy fee. The resident will pay the occupancy fee in 2 installments as described in Appendix A (Fee Schedule) and/or any additional fees prescribed in the Agreement or in the Resident Handbook, which forms part of this agreement.

The deposit paid to Woodsworth College Residence is completely NON-REFUNDABLE under any circumstances.

Residence fees are due in two installments:

- The first installment is the deposit that is paid directly to the residence after an applicant has received confirmation of acceptance into the residence.
- The second installment is charged to the resident's ROSI/ACORN account and must be paid upon acceptance to the residence or by August 15<sup>th</sup>, 2018, whichever occurs later.

The resident's complete residence charges will be posted on the resident's Student Web Service account (ROSI/ACORN), and it is the responsibility of the resident to ensure payment is made by the corresponding deadlines. Any payment(s) made after the deadline dates will be considered "late". Any resident who makes his/her payments late, without receiving written approval from the Residence Office, will not be considered for readmission to the residence in subsequent years.

\*OSAP/Govt deferred students should refer to the deadlines outlined in Appendix A

The resident's complete residence charges will be posted to their Student Web Services (ROSI/ACORN) account by late July 2018. Payments made prior to this, such as the residence deposit, will appear as a credit until the complete invoice is posted. It is the responsibility of the resident to ensure payment is made by the corresponding deadlines. Any payment(s) made after the deadline dates will be considered "late". Any resident who makes his/her payments late, without receiving written approval from the Residence Office, will not be considered for readmission to the residence in subsequent years.

For information about fee payment deadlines and monthly service charge fee billing deadlines, please consult Student Accounts at <http://www.fees.utoronto.ca/home.htm>.

It is agreed that there shall be no reduction of the occupancy fee or any other compensation for or on account of any loss, damages, inconvenience or discomfort arising from the interruption or curtailment, however caused, of any accommodation, facility or service agreed to be furnished by the residence.

#### D. OTHER FACTORS

The residence building houses one retail operation, a restaurant located on the north east side of the building, with patio seating on the east side, used in clement weather. There will be noise and/or possibly smoke emanating from this area. There is also noise generated by garbage and maintenance truck pick-ups. There will be no compensation or reduction in residence fees for the rooms affected.

**There may be ongoing construction of a large new building, adjacent to the residence. As a result, there will be noise, dirt, lack of privacy and other construction related effects on residents, in particular to those residents facing the new building. All rooms will be affected due to close proximity.**

**There will be no compensation or reduction in residence fees for the rooms affected.**

From time to time, the Woodsworth College Dean of Students (the "Dean") may release limited resident information under controlled circumstances to approved third parties, for the specific purpose of facilitating resident voting in federal, provincial, municipal or student society elections.

## E. TERMINATION

The Agreement license will terminate at the end of the occupancy period, and may be terminated by the resident or the residence before the end of the occupancy period, as set out below.

The rights and obligations of the residence and resident upon termination of occupancy, set out below, apply whether the termination of occupancy occurs prior, during, or at the end of the occupancy period.

### Termination by the Residence:

The University may at its option terminate this license upon the happening of any of the following events:

1. Non-payment by the resident of any amount due to the University;
2. Breach by the Resident of any provision of this agreement, or the Rules and Regulations as published from time to time; or
3. Any event whereby the Resident ceases to be a registered student with a full-time enrolment status at the University of Toronto, including but not limited to the suspension or expulsion of the resident from studies during the academic session.

In the event that the University exercises its option to terminate the license, the University or its designated official shall give written notice of such termination to the Resident which shall specify the effective date of the termination, which shall not be less than three days following the giving of notice (the "Effective Date of Termination"). The notice may be hand or electronically delivered to the room or affixed to the door of the room, addressed to the Resident.

Notwithstanding the previous paragraph, under exceptional circumstances, the University reserves the right, to be exercised by the Dean acting reasonably, to give written notice of termination of this license not less than 24 hours before the effective fare of termination.

Notwithstanding the early termination of this license, the Resident shall at the option of the University be liable for payment of the full amount of the Occupancy Fee, whether or not the room is re-occupied or the Residence is filled.

Termination by the Resident: Acceptance of an offer to live in residence constitutes a binding commitment by the resident for the full term as outlined in the "Term" section of the Agreement. In the event that the resident wishes to withdraw from the residence or from full-time studies during the occupancy period, the resident must provide written notice stating intent to withdraw from residence by email to [residence@wdw.utoronto.ca](mailto:residence@wdw.utoronto.ca).

### Fees upon termination of the Occupancy Period:

Where the resident terminates the license before the end of the occupancy period, the residence retains the right to hold the resident liable for payment of the full occupancy fee, whether or not the room is re-occupied or the residence is filled. In all cases, the deposit is non-refundable.

Where the resident withdraws from residence before the end of the occupancy period, the following schedule applies:

Prior to August 14<sup>th</sup> 2018:

- If the resident submits written notice to withdraw, prior to August 14, the deposit is non-refundable.

Prior to August 31<sup>st</sup> 2018:

- If the resident submits written notice to withdraw, between August 14, 2018 and before August 31<sup>st</sup>, 2018, they shall pay a 60 day penalty. The deposit is non-refundable.
- Written notice to withdraw must be submitted either through the resident's online application, or e-mail and may not be made over the telephone.

Prior to November 28<sup>th</sup> 2018:

- If the resident submits written notice to withdraw between August 31<sup>st</sup> and before November 28<sup>th</sup> 2018; the resident shall be liable for payment of the occupancy fee for the period from September 4<sup>th</sup>, 2017 to the date the written notice is received and processed by the residence office plus a 60 day penalty.

On or After November 28<sup>th</sup> 2018:

- If the resident submits written notice to withdraw on or after November 28<sup>th</sup> 2018, no refund will be given for first semester residence fees, and the resident is liable for the full occupancy period fee, which includes second term residence fees.

### Rights and obligations of Residence upon termination of Occupancy:

After the vacating date, the staff of the residence shall have the right to enter the room and change the locks without notice or liability to the resident and without providing the resident with a new key for the lock. The residence has no responsibility for any possessions of the resident or of any other person left in the room or anywhere in the residence after the vacating date. The residence has the absolute right to dispose of such possessions after the vacating date without any liability to account to the resident thereof.

### Rights and obligations of Resident upon termination of Occupancy:

By 4:00 p.m. on the vacating date, the resident will:

- Remove all of his/her possessions from the premises

- Ensure the room is left in a clean and orderly condition
- Vacate the room
- Lock the bedroom and suite doors
- Officially check-out at the front desk, including returning the key card and mailbox key

Until ALL these steps are taken, a resident is still considered to be “a resident” and is not considered to have vacated. Abandoning the room is NOT considered to be vacated. If the room/common areas/entire suite is left in an unclean or damaged condition, the all the residents occupying the suite will be billed a cleaning and/or damage charge for cleaning and maintenance of the room/common areas/entire suite. If the damage or cleaning is in the room only, only the resident who resided in the room will be charged. There is a minimum cleaning charge of \$85 and damage charges will be billed as outlined in the Resident Handbook. The fee may be higher depending on the state of the room. Any items left behind by the resident will be removed at a charge of \$50 and will be immediately taken to garbage disposal; the residence shall not be liable to the resident for any loss. The resident has no vested right to occupy the room after the vacating date.

## **F. RIGHTS AND OBLIGATIONS OF RESIDENCE DURING OCCUPANCY PERIOD**

### **The residence shall:**

- Assign the resident a room and one key card and one mailbox key;
- Maintain the room, the suite and the common space in a reasonable state of repair and fit for habitation. Should the suite be deemed by the staff of the residence to be unfit for habitation, the resident(s) will be given an opportunity to bring it up to standard within a certain timeframe. Failure to do so will result in the residence arranging for cleaning services, and the residents of the suite will be billed.
- The Residence Staff, which include but are not limited to the Dean or the Dean’s designate, Dons and Facilities staff shall be permitted to enter the room: 1. During daylight hours upon giving reasonable notice to the Resident. 2. At regular intervals if previously announced to the residents. 3. At any time, and without notice, in the event of an emergency or perceived emergency, or a disturbance or breach or suspected breach of the Woodsworth College Residence Code of Conduct. The state of the room will be examined, including the state of sanitation, safety and repair thereof, and to make such repairs, changes and improvements to the room and its furnishings as the University may deem necessary or desirable. Written documentation and/or photography may be included in the assessment process.

### **Room Assignments**

The room and room type shall be assigned to the resident by the Dean of Students (the “Dean”) or the Dean’s designate. Residence staff can modify room assignments as necessary until a resident checks-in. Please be aware that the room assignments shown on communications with the residence may change up until the day of your check-in.

### **Suitemates**

At any point during the occupancy period, Woodsworth College Residence reserves the right to add or change suitemates at the discretion of the residence staff.

### **Moving**

The residence reserves the right, to be exercised by residence staff, to substitute a student’s room in the residence for another room at any time during the occupancy period. The substituted room shall be deemed to be the room for all purposes hereunder and the resident shall forthwith move to that other room.

### **Room Change Requests**

Room changes are accommodated based on available space and are processed at the discretion of the residence administration. Room change requests must be made in writing to the Residence Office. Submission of a room change request does not guarantee a room change. A service fee of \$150 is charged for the processing of a room change.

### **Security**

The residence will take a picture of each resident. This picture will be used to verify the resident’s identity for purposes of entering the residence, or other purposes, such as verifying identity during a lock out.

The key card assigned to the resident must be in the possession of the resident at all times. The resident is the only person authorized to access the building with that key card and is now allowed to transfer the key card to any other persons at any time.

Security cameras are located in the lobby area, the main floor and basement of the residence.

## **G. RIGHTS AND OBLIGATIONS OF THE RESIDENT DURING OCCUPANCY PERIOD**

### **The resident shall:**

- Take possession of the assigned room and check in to residence no later than the first day of class (September 6<sup>th</sup>, 2018). Failure to take possession of the room, unless written notice to withdraw from residence or unless written notice of intent to take possession of the room is received, will be considered as termination by the resident and the residence will follow the terms of termination: the resident will lose the first year student residence guarantee, forfeit the deposit and will incur a 60 day penalty.
- The Resident will not under any circumstances tamper with or change the lock or add a lock, locks or other security device to the door of the Room or the Suite.
- Abide by the rules and regulations outlined in the Agreement as well as the Resident Handbook.

#### Readmission to Residence

The Agreement license covers the 2018-19 academic year only. Readmission to residence for the summer of 2019, the 2018-19 academic year, or subsequent years is not guaranteed. Residence readmission will be determined by a process determined by the residence. The process may include considerations for community involvement, extra-curricular activities, GPA, applying on time, disciplinary considerations or lottery considerations.

In addition, and without limitation, residence readmission may be denied as a result of any previous breach of the Agreement, including fees paid late, or still owing, or breaches of the Standards of Conduct as outlined in the Resident Handbook.

#### Emergency Circumstances

The residence reserves the right to contact the emergency contact listed on the resident's application in cases where the residence believes there to be an urgent or emergency situation. Should the resident's emergency contact not be available, the residence reserves the right to contact a family member or guardian. An emergency contact must be provided to the residence; preferably local.

A state of emergency, or other unforeseen developments (e.g. severe weather conditions, fire, leaks in City plumbing) may make normal residence operations difficult or impossible to sustain. The residence reserves the right to require the resident to vacate the room immediately if safety measures are compromised or on 48 hours written notice. Should an event of this nature occur, the residence(s) of the university will be closed and no access will be permitted. The residence is under no obligation to provide the resident with alternative housing, or to provide compensation.

#### H. LIMITATION OF LIABILITY AND INDEMNITY

The residence shall not be liable to the resident for any damage to or loss of or theft of personal property or for personal injury, including death, on the residence property, save where the same is caused by the willful or negligent act or omission of the residence or those for whom the residence is in law responsible. The resident will indemnify the university and save it from any and all liability in respect of any injury, loss or damage occasioned by any act or omission of the resident, his/her guests, agents or invitees.

#### I. RESIDENTIAL TENANCY ACT

As the living accommodation is provided by the INSTITUTE to its students or staff, all major questions relating to the living accommodations are decided after consultation with a council within the residence and, the living accommodations are not intended for year-round occupancy or living accommodation and do not contain their own self-contained bathroom and kitchen facilities, the residence is exempt from the Residential Tenancies Act, 2006 (RTA) based on S. 5 (g) of the RTA.

#### J. AGREEMENT IN WRITING

This agreement and the attached appendix and the Resident Handbook constitute the entire agreement between the parties. There are no representations, warranties, collateral agreements or conditions affecting the room or this agreement except as expressed herein and as amended with sufficient notice to residents.

APPENDIX A - FEE SCHEDULE

FALL/WINTER FEES 2018-19:

Single room in shared apartment:

Occupancy Period *	Rate
September 2nd, 2018 – April 30 <sup>th</sup> , 2019	\$9786 (includes \$20 Residence Council Fee)

Woodsworth College Residence does not provide a meal plan for residents. Residents wishing to purchase a meal plan from another college please visit <http://www.ueat.utoronto.ca>

Notes:

\* The resident must take possession of the assigned room and check in to residence no later than the first day of class (September 6<sup>th</sup>, 2018). Failure to take possession of the room, unless written notice to withdraw from residence or unless written notice of intent to take possession of the room is received, will be considered as termination by the resident and the residence will follow the terms of termination: the resident will lose the first year student residence guarantee, forfeit the deposit and will incur a 60 day penalty.

\*\* The resident is required to vacate the room 24 hours after their last scheduled exam in December, or on December 21<sup>st</sup>, 2018 at 5pm EST, whichever occurs first for the duration of the holiday period. The resident may leave their belongings in the room over the holiday period. The residence will be closed for the holiday period, and access into the residence will not be permitted. The resident is required to vacate the room 24 hours after their last scheduled exam in April 2018, or on April 30<sup>th</sup>, 2019 at 4pm whichever occurs first.

The residence is closed during the holiday period starting at 5pm EST Dec 21<sup>st</sup>, 2018 and reopens at 9am EST Jan 6<sup>th</sup>, 2019, during this time residents will be required to vacate their rooms.

Deposit Payment:

A \$600 deposit is required with all applications and will be applied to the total occupancy fee. The deposit is paid when an offer of residence is given to the applicant. Providing a deposit with the application form does not guarantee accommodation. If the residence is unable to accommodate an applicant the deposit will not be processed. Deposits will be processed after the applicant has received confirmation of acceptance into the residence.

Payment Schedule:

	1 <sup>st</sup> Payment August 14, 2018	2 <sup>nd</sup> Payment November 30, 2018	Total Charge Posted:
Fee:	\$5183	\$4583	\$9766
Council Fees:	\$10	\$10	\$20
Total:			\$9786

University of Toronto Financial Accounts & ROSI/ACORN fees:

The residence will only post the resident's entire occupancy charges to their ROSI/ACORN account. The \$600 deposit will not be posted on the resident's ROSI/ACORN account as a charge, but it will be reflected as a payment towards the total occupancy fee. The deposit is non-refundable.

Daily Rate Calculation:

The Daily Rate is calculated by dividing the total occupancy rate and dividing by 8 months and then dividing by 30 days.

Charges Due Upon Cancellation:

The residence cancellation policy is followed. The residence retains the right to hold the resident responsible for the entire amount of the residence fees for the occupancy period, and no refund will be given. Charges upon cancellation are calculated by multiplying the daily rate by the number of days from the start of the student's occupancy to the date the cancellation request is processed by the residence office and then adding a 60-day cancellation charge.

Notes:

\* OSAP/Govt deferred students: the 1st payment deadline is September 30<sup>th</sup>, 2018. The second payment deadline is January 30<sup>th</sup>, 2019. Students are permitted to pay late, however service charges will be incurred during that time.

\*\* Residence fees are due August 14, 2018 and November 30, 2018. Any payments made after the deadline dates will be considered "late payments" and will be subject to a monthly service charge. In addition, any resident who makes his/her payment later than the deadline, without obtaining written approval from the Residence office, may not be considered for readmission to the residence in subsequent years.

**Deposits are NON REFUNDABLE.**