



Residence Licence and ‘Optional’ Meal Plan Agreement for Inter/Summer Session 2024

Under the Residence Licence Agreement, each student is subject to compliance with the following terms and conditions. ***Please carefully read the terms and conditions outlined below.***

- A. RESIDENCES
- B. DEPOSIT REFUNDS
- C. CANCELLATIONS
- D. WITHDRAWALS
- E. FEES
- F. MEAL PLAN ‘OPTIONAL’
- G. GENERAL

A. RESIDENCES

1. Residence Services grants a license to the student (herein after, referred to as "Resident") to occupy residence premises in a University of Windsor Residence Hall for personal living accommodations for the period(s) of:

Student Program	Residence Contract Dates (inclusive of exam period)
Full Summer (12-wks)	May 5, 2024 – August 20, 2024
Intersession (6-wks)	May 5, 2024 – June 23, 2024
Summer Session (6-wks)	June 23, 2024 – August 20, 2024
Other (Coop, ELIP, Masters/PhD, MITACS, Tech Studies I, Tech Studies II)	Various start/end dates depending on program

or 24 hours after the Resident’s last scheduled exam, whichever comes first (“Termination date”.) To be eligible to live in residence, a student must be enrolled at the University, otherwise they will be required to leave residence pursuant to:

- a) The Parties acknowledge that the License period reflects the University’s Inter and/or Summer terms and that any changes to the Inter and/or Summer terms may change the License period.
2. Submission of a residence application and payment of deposit does not guarantee a room assignment. Room assignments are made at the sole discretion of Residence Services. Residence Services has the right to relocate a student.

3. A Resident who will be enrolled for Intersession and/or Summer Session and needs to stay in residence between Winter 2024 and Inter/Summer Session 2024 must submit an Extension Form to Residence Services by March 18, 2024. Such extension is subject to approval by Residence Services, in its sole discretion. Extensions will only be approved if the student is assigned to a room in residence for Inter/Summer 2024. If approved, a per night extension fee will apply.
4. A Resident who is enrolled in Intersession and is required to stay after their last exam/end of program, must submit an Extension form electronically to Residence Services on or before June 3, 2024. An extension fee of \$195 per week/ and/or \$30 per day academic will apply unless other agreements are made. Such extension is subject to approval by Residence Services, in its sole discretion. Extensions will only be approved for academic reasons.
5. A Resident who is enrolled in the Full Summer or Summer, and is required to stay after their last exam, must submit an Extension Form on or before July 15, 2024. Such extension is subject to approval by Residence Services, in its sole discretion. Extensions will only be approved if the student is assigned to a room in residence for Fall/Winter 2024-2025.
6. Residence Services subscribes to the principle that Residents are entitled to enjoy a reasonable right to privacy in residence rooms, however, Residence Services reserves the right to have University employees enter the rooms upon such notice as is reasonable in the circumstances without the student being present, under the following conditions: to inspect, repair or service the premises; to provide health and safety checks, to conduct fire inspection tests; where there is reasonable cause to believe that an emergency situation has arisen and access is required; when a student vacates the room for break period; to conduct room checks and semester end wrap up duties; to turn off radios, TV's and alarm clocks etc. left at disruptive volumes when the student is not home; and/or when there is reasonable cause to believe that University regulations and/or the law is being violated. The Residence student may or may not be in attendance at the time of inspection.
7. Any charges relating to loss or damage of the University Residence will be charged to the Resident's University student account.
8. Any charges relating to cable or internet service from an outside provider are the sole responsibility of the Resident.

B. DEPOSIT REFUNDS

9. When students pay the \$475 housing deposit with their credit card, a \$475 credit will appear on their UWinsite student account. If a student cancels their application, they may be eligible for a refund.
10. **If a student is still enrolled at UWindsor, the refund of \$475 will be applied to the student account and will then be applied to current tuition and fees.**
11. **If a student is no longer registered at UWindsor, the refund of \$475 is issued directly back to the credit card used for the payment by the accounts receivable team. At the same time, the individual will see a debit or subtraction from their student account. If the individual had other fees applied to the student account that were initially covered by the deposit, the individual may now have an outstanding balance (owe money).**
12. **If the residence deposit is left on their UWinsite student account, it cannot be applied towards any residence applications for future terms.**

C. CANCELLATIONS

13. An application may be cancelled subject to the following:

	Date of Cancellation	Deposit
a	Cancellation prior to Notification of Room Assignment by email	The Applicant receives full refund of the \$475 residence deposit and is released from agreement
b	Cancellation within 5 days of Notification of Room Assignment by email	The Applicant is charged a \$200 administrative fee and is released from agreement. The refund of the \$475 residence deposit is returned to the credit card
c	Cancellation after 5 days of receiving Notification of Room Assignment by email	The Applicant receives no refund of residence deposit, and remains in agreement (unless no longer registered at the University of Windsor)

14. If the applicant cancels, they must complete/submit a cancellation form which can be found on our website at www.uwindsor.ca/residence under Forms and Documents

D. WITHDRAWALS

Residents who withdraw after moving in, may withdraw from the Residence License & Meal Plan Agreement under the following conditions:

- a. who withdraws academically, is required to withdraw from the University or they are released with cause by Residence Services.
- b. if the resident finds a suitable replacement who is acceptable to Residence Services and who is not already living in or made application to Residence Services.

Procedure Following Approval of Withdrawal Request:

15. A prorated adjustment will be made to the Resident's account for the residence portion of their contract, provided the following conditions are met:
 - a. A Resident must submit a Withdrawal Form to Residence Services. Requests for withdrawal may be approved for reasons such as academic withdrawal, graduation, exchange for 1 term or co-op placement outside of Windsor or the request may be denied.
 - b. A \$200 administrative fee will be incurred, and all applicable fees will be charged to the Resident in respect of their withdrawal
 - c. A Resident who has withdrawn and subsequently re-registers prior to the termination date of the agreement, will be responsible for and will pay the full residence amount owing to their termination date.
16. If a Resident is released from their contract with cause by Residence Services, a financial penalty of up to, but not exceeding, the full residence fee may be assessed. If a withdrawal is approved, a Resident must return their residence key(s) by completing an express checkout envelope. The Resident's fees will remain on the student account until the student has moved out, and their residence keys have been returned. Failure to return residence keys will result in the student being charged for all replacement costs. Refer to our website for check out procedures which can be found at <https://www.uwindsor.ca/residence/1272/move-out-information> under `What you have to do!

E. FEES

17. All University fees including Residence for Inter/Summer Session 2024 are due May 15, 2024
18. Residence fees for the summer residence building in Cartier Hall are as follows:
 - single room will be at a rate of \$160 per week
 - double room will be at a rate of \$120 per week
 - single/double room for short-term stays will be at a minimum rate of \$160
19. A Resident moving into residence after their scheduled move-in date for the term applied for (Inter/Summer 2024), and for whom accommodations have been held, will receive no adjustment of their residence fee.

F. MEAL PLAN - OPTIONAL for summer residence 2024.

20. All meal plans are based on an average of 10 meals per week. Meal plans have a flex component built into plan for taxable items. Funds left over at the end of the term are transferable to Fall/Winter 2024-2025 with some restrictions on locations. No refunds will be provided during any said term.
21. If students are NOT returning to the University of Windsor in Fall 2024/Winter 2025, there are no refunds for money left over from the meal plan

Please note that Inter-Summer 2024 meal plan options will not be visible to students until they have received their room assignment for the term

- Full Summer (12-weeks) - \$1,950
- Intersession (6-weeks) - \$910
- Summer (6-weeks) - \$780

G. GENERAL

22. Rules and regulations made by the duly constituted authorities of the University and Representatives of the Residences shall be in full force and effect and shall be applicable to the premises and the License thereof. The Resident acknowledges that all rules, regulations and procedures outlined in the Residence Community Standards which can be found at <https://www.uwindsor.ca/residence/1048/residence-community-standards> as amended from time to time, shall be in full force and shall bind the Resident.
23. Where behaviour, personal security and health issues are of serious concern, Residence Services reserves the right to notify the "Emergency Contact" name listed on the Application. In these circumstances and when the student is under the age of 18 years, the parent or guardian may be notified rather than the "Emergency contact".
24. All electronic communication from the University of Windsor will be directed to the Resident's UWin email account.
25. Residence Services reserves the right to terminate residence contracts, re-assign residents to another residence and/or room on a temporary or permanent basis or to take such other steps as are required to ensure the safety, security and well-being of the Residents and the residence program. Refer to the [Residence Community Standards](#) for policies and rules in effect during the contract period.
26. If a resident exhibits behaviour of concern which is deemed harmful to themselves or to others, they may be required to attend a non-confidential assessment.
27. Residence Services reserves the right to make changes to rules and regulations in the Residence Community Standards at <https://www.uwindsor.ca/residence/1048/residence-community-standards>
28. The Resident agrees that, in the event of any breach of any rule of residence at any time or condition of this license, they may be subject to sanctions including but not limited to, termination and eviction from residence and will be financially responsible for the cost of their room.

29. The Resident agrees that upon any breach of this license, Residence Services may, at its discretion, immediately terminate the Residence license upon written notice to the Resident and the Resident shall vacate the premises. If the Resident fails or refuses to vacate the premises, Residence Services shall have the right to enter and remove the belongings of the Resident and to take possession of the premises.
30. The Resident will indemnify and save harmless the University from and against any liability, loss or damage which may result by reason of neglect, carelessness, injury, or willful damage caused by the Resident or Residents' guests and visitors on the premises. Residents are individually responsible for the care and use of all University property. They may jointly be held responsible for theft or damage to common areas.
31. The University assumes no responsibility and is not liable for any loss, theft or damage to the Resident's personal property or common areas.
32. The Resident will not retain anything in the resident hall which increases the risk of fire, conflicts with rules, regulations of the Fire Code, Board of Health, or Municipality, or that which injures, annoys or interferes with the rights of other people within the Residence as outlined in the Residence Community Standard at <https://www.uwindsor.ca/residence/1048/residence-community-standards>
33. The University shall not be liable to perform its obligations under the Residence and Meal Plan Agreement when such failure is caused by fire, explosion, water, Acts of God, civil disobedience or disturbances, strikes, lockouts, or other labour interruptions, pandemic or epidemic, vandalism, war, riot, sabotage, failure of public utility services, governmental rules, or any other courses which are beyond the reasonable control of the University ("Emergency" or "Emergencies"). If the Residences cannot open and/or must close for any such Emergency, the University will use reasonable efforts to ensure that students are notified in advance and the University will use reasonable efforts to mitigate against the effects of the Emergency. The University is not liable for any loss in these Emergencies.
34. The University of Windsor is committed to providing its residence students with a safe and healthy environment. This is done by implementing specific health and safety protocols and policies for the residence halls, which are aligned with public health guidance at the Federal, Provincial and Local level, and guided by the University's Office of Health and Safety.
35. Any inquiries regarding this agreement shall be sent to Residence Services at resservices@uwindsor.ca
36. PLEASE NOTE: A section of the Criminal Code provides "that anyone who fraudulently obtains lodging or other accommodation is guilty of an offence punishable on summary conviction".

FOR MORE INFORMATION

Residence Services

(519) 253-3000, ext. 3279

E-mail: resservices@uwindsor.ca

Website: www.uwindsor.ca/residence

Food Services

Food/Dietary/Meal Plan 'Optional' enquiries:

- Email: Joseph Moore at joseph.moore@sodexo.com

UwinCARD Office

Joyce Entrepreneurship Centre,

1st Floor, West Entrance,

401 Sunset Avenue, N9B 3P4

Phone: 519-253-3000, ext. 8946 (UWIN)

Fax: 519-561-1490

Email: uwincard@uwindsor.ca