



University  
of Windsor

**Policy Title:** Period of Residence Policy

**Date Established:** Historical Policy

**Office with Administrative Responsibility:** Housing & Residence Life

**Functional Area:** Admissions

**Approver:** Director, Housing & Residence Life

**\*Revision Date(s):** November 2024

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### Purpose

This policy outlines the occupancy periods for assigned residence rooms for each term.

### Scope of Policy

This policy pertains to Residents who have been assigned a room to residence

### Definitions

The definitions below are specific to the development and maintenance of this policy.

1. "Scheduled Move In Date" refers to the date each term that is scheduled for new residents to move in
2. "Residence and Meal Plan Agreement" refers to the legal document and contract residents agree to during their application process which details the terms and conditions of their residency

### Policy Statement

Unless otherwise determined in accordance with the Residence and Meal Plan agreement the University will provide the assigned Resident with accommodations in a residence during their period of residency as detailed in their Residence and Meal Plan agreement. For students entering in Fall, the period of residency includes both Fall and Winter terms.

**Fall Term:** Between the assigned move-in date, typically the Sunday following Labour Day and until 24 hours after the Resident's final exams in December or by 11:00am on the alternate exam date as listed in the University of Windsor Important Academic Dates, whichever date and time occurs first.

**Winter Term:** 24 hours prior to the first scheduled day of classes in Winter term, or the scheduled move in date until 24 hours after the Residents final exams in April or by 11:00am on the alternate exam date as listed on the University of Windsor Important Academic Dates, whichever date and time occurs first.

Inter-session/Summer Terms: 24 hours prior to the first schedule day of classes/academic requirements, or the scheduled move in date until 24 hours after the Resident's final exam at the end of their academic session

Residents are not required to move out or reapply between Fall and Winter terms as their Residence and Meal Plan agreement spans both terms. Residents wishing to live in residence during the Inter-session/Summer terms must apply separately from their Fall/Winter assignment.

#### Roles and Responsibilities

1. The Office of Housing and Residence Life is responsible for:
  - a. Selecting and scheduled move-in dates and communicating these dates with Residents

#### Review By

Review every June