



## WINDSOR-ESSEX CATHOLIC DISTRICT SCHOOL BOARD

*"Building communities of faith, hope and service"*

### **DORMITORY AGREEMENT**

#### **Preamble**

This Dormitory Agreement ("DA") is designed to ensure that dormitory residents understand their contributions to creating a safe, welcoming, and respectful living environment. This agreement is also intended to clarify what is expected of residents and their parents and/or guardian(s), confirm the commitment to comply with this dormitory agreement and to specify the consequences, in the event that the resident or his/her parents and/or guardian fail to comply with the agreement.

**Both the student and parent(s) are required to read and sign the following document**

#### **Term of Agreement**

The term on this agreement aligns with the letter of acceptance provided by the International Education admission office. If the student wishes to extend or alter the length of this agreement they must do so through the International Education office.

#### **Conditions of Occupancy**

The resident may occupy a room if;

- they have been accepted into the Windsor-Essex Catholic District School Board (WECDSB) international education program,
- they are currently enrolled and maintain good academic standing in the program,
- their status remains such that qualifies them to be an international student at WECDSB,
- the Resident meets any additional conditions to occupancy established by WECDSB

#### **Payment Process**

Once a student is accepted into the International Education Program, an invoice will be generated outlining tuition and associated fees to be paid. **The non refundable application fee of \$250 must be paid before the letter of acceptance (LOA) is issued.**

#### **Refund Policy**

Circumstance	Refund	Additional Notes
study permit rejected/denied	full refund of tuition, not including the application fee	Students must provide WECDSB with a Letter of Rejection from Citizenship and Immigration Canada authorities as proof.
withdraw from the program for any reason, within the first 30 days	WECDSB will provide a refund equivalent to one-half of tuition paid and associated fees (Medical fees will be prorated), not including application fee.	WECDSB must receive notification of withdrawal from the program in writing.

<b>withdraw from the program for any reason, after the first 30 days</b>	WECDSB will not issue a refund of tuition and associated fees	Extenuating circumstances will be considered by WECDSB Administration.
<b>Removal from the program or status change of student/parent</b>	WECDSB will not issue a refund of tuition and associated fees	Applies if the student is in violation of Canadian/ WECDSB regulations or the law  Applies if student/parent change status to permanent resident or get a work / study permit
<b>Dormitory fees</b>	Unused Dormitory fees will be returned to the student	Monthly amounts are not pro-rated. If a student leaves the program for any reason in the middle of the month, the refund will begin the following 1st of the month.

### **Terms and Agreement**

WECDSB International department, the resident and his/her parents and/or guardian(s) agree as follows:

Each of the resident and his/her parents and/or guardian(s) hereby:

1. Declares that the information given in the resident's Dormitory Application is complete and correct to the best of their knowledge; and, further that incorrect or incomplete information represents a breach of this DA
2. Confirms that they have each read and agree to comply with this agreement, the rules and regulations of the WECDSB international education program, as well as abide by the laws of Canada.
3. Confirms, acknowledges and agrees that they have each read, understand and fully accept the WECDSB Payment Policy and Procedures, including cancellation and refund policies.
4. WECDSB is committed to providing an environment free of harassment and discrimination. Harassment and discrimination will not be tolerated, condoned or ignored at WECDSB. If a claim of harassment is proven, disciplinary measures will be applied, up to and including termination from the dormitory
5. To contribute to the safety of the dormitory by protecting their key card from any other person(s), reporting lost or stolen keys, closing their bedroom door, and ensuring that only authorized persons enter their room. Residents are required to pay a maximum of \$25 for a replacement key.
6. Residents are entitled to enjoy a reasonable right to privacy in dormitory Rooms. However, the Resident acknowledges that the Manager is entitled, without notice and without the Resident being present, to have authorized staff, the Institution's security services, emergency services, or the police enter the Room at reasonable times under the following conditions: (a) to provide repair and maintenance services; (b) to provide housekeeping services as required to ensure the building is adhering to health and safety protocols; (c) to ensure the safety and security of the Resident and/or when there is reasonable cause to believe an emergency situation has arisen; (d) when there is reasonable cause to believe that terms of this Agreement and/or the dormitory rules and/or the law is being violated.
7. Authorizes and gives full permission to WECDSB to use the resident's name and photographs, stills and videos of the resident with or without a name, for the purpose of 'Social Media' in connection with dormitory activities and for any other purpose which WECDSB deems appropriate; and agrees that these photographs, stills and videos will be the exclusive property of WECDSB, and that all reproduction rights are handed over to WECDSB in perpetuity.
8. I hereby authorize WECDSB International program dormitory to seek medical attention, if required, for my son/daughter in the event of sickness, accident or other emergency
9. In the case of medical emergency, should the students parents/guardian not be immediately available for consultation, as the resident's parent(s) or legal guardian(s), I/we give permission to the physician selected by WECDSB Custodian, dormitory staff or the school officials to hospitalize, secure proper

treatment for, and to order injections, immunizations/vaccinations, anesthetics or surgery for my/our child.

10. In the event of headache, fever or minor pain, the parent/guardian authorizes WECD SB Dormitory staff to administer ASPIRIN ACETAMINOPHEN (ex. Tylenol) IBUPROFEN (ex, Advil, Motrin), POLYSPORIN ANTACID (Tums, Maalox, etc.) COUGH MEDICINE, THROAT LOZENGES, ANTIHISTAMINE (ex. Sudafed, Benadryl)
11. Limitation on Liability of Manager. Unless arising as a result of their gross negligence, the Manager and the Institution shall not be liable to the Resident for any loss or damage, however caused to the Resident, the property of the Resident or to the property of the Resident's guest(s) while in the dormitory or on the lands on which the dormitory is situated. Without limiting the generality of the foregoing, such property includes and is not limited to, personal property of the Resident (including their contents) and damage includes and is not limited to; damage caused by the failure of the plumbing or heating system or any other building system, defects in the structure of the Building, water or snow penetration, exterior weather conditions, damage arising from any cause beyond the control of the Manager or Institution, and any damage or injury arising from the activities of employees, contractors or agents of the Manager and the dormitory. The Resident agrees that by executing the Agreement and residing in the dormitory, they are acknowledging that they understand and freely assume the risks associated with communal living, including but not limited to risks of potential exposure to physical, mental or emotional harm or injury, communicable diseases and other contagious viruses. Accordingly, the Resident on their own behalf and on behalf of their successors, beneficiaries and next of kin hereby waives their right to demand or make any claim against (and indemnifies, releases and covenants and agrees to hold harmless each of) the Manager, WECD SB, their agents, contractors, officers, directors, governors, management, successors, assigns, students and employees from or in relation to any and all damages, physical or other harm, death, liability, claims, expenses or loss due to any cause whatsoever, including negligence, breach of contract, or breach of any statutory or other duty of care (collectively, "Claims") arising under or related to this Dormitory Agreement and the provision of services or accommodation, including but not limited to exposure to communicable diseases and contagious viruses. The Resident further agrees to take all reasonable precautions and follow recommendations by public health authorities to mitigate the spread of communicable diseases while living in the Dormitory community. Failure to follow the Dormitory Agreement and measures related to said communicable diseases, or failure to follow directions from staff regarding communicable disease related rules or measures may result in action up to and including eviction from dormitory.

***I/We acknowledge that I have read and understood the terms of this agreement and I/We understand that failure to follow the rules outlined above could result in disciplinary action and/or dismissal from the International Student Program of the Windsor-Essex Catholic District School Board.***

***We authorize WECD SB, Custodian, WECD SB Learning Support Services, WECD SB dormitory representative (if applies) and your agent (if applies) to receive and share personal information regarding my child.***

Parent(s) Signature

Date:

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Student Signature

Date: