

# University of New Brunswick Fredericton Residence Division



## UNB RESIDENCE MATURE STUDENT & FAMILY HOUSING CONTRACT

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## INTRODUCTION

This University of New Brunswick (UNB) Mature Student and Family Housing Contract (MSFHC) consists of two main sections: 1. Administration; 2. Residence community Standards. Although individual sections may be printed, displayed, or read separately, they are all part of the Mature Student and Family Housing Contract and apply to the following residences located on or near the Fredericton campus of the University:

- Magee House – [mageehouse@unb.ca](mailto:mageehouse@unb.ca)
- All self-contained units within all other UNB Residences – [resadmin@unb.ca](mailto:resadmin@unb.ca)

Students who wish to reside in the University suites may apply for accommodations by contacting the email addresses above.

This is a legally binding agreement between you and the University as represented by Residence, the Residence Office within the department of Student Affairs and Services (“Residence”, “RO”). This document and your Residence Contract Acceptance (either completed through the application process or during the check-in process), comprise the contractual agreement between you and the University (henceforward referred to as the “Contract”).

### Statement of Rights and Accompanying Responsibilities

The well-being of the Residence Community rests on the balance of the community’s ability to meet the needs of the individual and vice versa. This balance is best achieved when all residents are aware of their rights and accompanying responsibilities to themselves, others, and the community. The following guiding principles describe the rights and accompanying responsibilities of the individual within the residence community:

- All residents in the community can expect consideration and respect for their feelings and needs, and in return they have the responsibility to conduct themselves in a civil manner and to show respect for the rights of every other person in the community.
- All residents in the community can expect to live in an environment where their possessions and the communal space are shown respect by every other person.

### Summary of Contract

#### Section 1.0 Administration

This section outlines administrative requirements, procedures, and important deadlines. The information contained here will answer many of your questions. For other questions or clarifications, please refer to <http://www.unb.ca/fredericton/residence/> or contact Residence Administration at (506) 453-4800 (additional contact information is listed in Appendix I of this Contract.)

#### Section 2.0 Residence Community Standards

This section of this Contract defines the standards of behaviour required of all residents and their guests while present on or about residence property (which includes but is not limited to all residence buildings and dining halls, and during all residence related events, even if the events occur off campus. What you may feel comfortable with in private may not be safe or appropriate in a shared residence environment that has a mandate to support the University’s academic mission.

## 1.0 Administration

### Interpretation of Terms

#### In this Contract:

The resident will be referred to as “you,” or “your,” “resident,” “residents,” “student,” or “students”.

“Your accommodation,” “the accommodation”, “your room”, “your suite” and “your unit” refer to the space identified on your Residential housing contract, and may be amended from time to time by agreement and, in particular:

- If you live in a one-bedroom suite, it refers to your entire living space; and
- If you live in shared accommodations, it refers to your room and the living area you share with other residents.

An “assessment” means a bill for an amount, determined by the University, that you owe to the University on account of one of the following: any damage to, repair of, or loss of university property (including your keys) or extraordinary service, cleaning, administrative or other costs you, and any other of your guests cause to university residence facilities whether through accident, neglect, or intent.

“Fees” means the residence fees plus all other sums, amounts, charges and monies payable by you to the University pursuant to this Contract, including, without limitation, assessments, costs, interest, and amounts owing as a result of any breach of this Contract.

“Move-In Date” means the date identified as such within this Contract or the Residence Acceptance, unless otherwise agreed by you and RO.

“Move-out Date” means the date identified as such within this Contract, unless otherwise agreed by you and RO.

“Guest” refers to anyone who you accompany on, invite, accept, or admit to the residence property (which includes but is not limited to all residence buildings, parking lots and surrounding grounds):

“University, and “UNB” mean The University of New Brunswick. Residence, a division of Student Services, is a department of the University and has the power to act on behalf of the University in respect to this Contract or the Lease. References to Residence refer to the University, acting through Residence.

“Fredericton”, “FR” and “UNBF” refers to the Fredericton Campus of UNB. “Saint John”, “SJ” and “UNBSJ” refers to the Saint John campus of UNB.

### 1.01 Binding Contract

By agreeing to the terms and conditions of the Contract, you have accepted an offer from the University for accommodations in a mature student residence managed by Residence. By accepting this offer you have confirmed that you agree to comply with the terms and conditions outlined in this contract.

Prior to accepting your housing offer you must agree to the terms and conditions of the Residence Mature Student and Family Housing Contract. Prior to moving into your assigned accommodations, you must acknowledge and-sign the Residence Mature Student and Family Housing Contract Acceptance Page.

Even if you omit a step in the acceptance or move-in process, you agree that by taking possession of validly offered accommodations establishes a contract between you and Residence on the terms and conditions set out in this Contract.

Monthly rental amounts are for the entire calendar month regardless of the date you start occupying the unit. For example, if a student is moving into a unit in the middle of any given month, they are responsible for the entire month's rent not just for the time they have occupied the unit. Rental fees are due on the first day of each month and are expected to be paid on time, this includes if a student is out of town for personal or business-related reasons.

Yearly rates will be updated and posted on the Residence website every year by June 1<sup>st</sup>.

### **1.02 Contract Term**

The Contract term will commence at 9:00 am on September 1st and conclude at 12:00 pm on April 30th. Please note that you must vacate and surrender your accommodation to the University by this time, and if applicable, return your residence keys.

We regret to inform you that due to the nature of the contract and legal regulations, extensions on the contract term cannot be offered. However, students may be approved to extend their 8-month term to a year term only if they are enrolled in courses for the following fall semester. Eligibility will be verified in April and all requests for extensions must be received by March 15<sup>th</sup>.

If your term starts after September 1st due to a late move-in, please be aware that it will still conclude on April 30th.

It is crucial to acknowledge that if, at any point during the contract term, the resident loses their student status, they will be required to vacate the residence within 48 hours.

### **1.03 Additional Occupant**

The living space is exclusively designated for the individuals whose names are specified in the agreement. Providing shelter to any person within the premises without explicit permission from the University or Residence is strictly prohibited. If you intend to have an additional occupant, they may or may not need to sign the Residence Housing agreement, depending on the circumstances.

Individuals not mentioned in the lease agreement are not allowed to reside in the accommodation, except when you are present. Prior approval from Residence is necessary for your additional occupant before they can move in.

You are entirely responsible for ensuring that your additional occupant abides by all the conditions of this Contract. Any misconduct or violations committed by your additional occupant may lead to fines, sanctions, or eviction for both you and the additional occupant, regardless of your involvement or awareness of their actions. No other individuals are permitted to reside in your accommodation without prior written consent from Residence.

If there are any changes regarding your additional occupant (e.g., a change in identity or them no longer residing in the accommodation, birth of children), you agree to notify Residence in writing within ten (10) days. When you decide to leave the accommodation, your additional occupant must vacate at the same time.

Residence reserves the right to ask your additional occupant to leave your accommodation at any time, at its absolute discretion. Failure to comply with such an order constitutes a breach of this Contract, and Residence may take appropriate actions under Section 1.08.

### **1.04 Assignment and Unauthorized Occupancy**

You alone, and, if expressly permitted pursuant to this Contract, your additional occupant, may occupy your accommodation. This Contract and your accommodation cannot be assigned, "sublet", lent, or otherwise shared



with another person without the prior written authorization of Residence. Unauthorized assignment, “subletting”, lending, or sharing is a breach of this Contract and will result in the eviction of the other person(s) occupying or sharing your accommodation and may result in Residence sending you an eviction notice.

### **1.05 Communications Agreement**

The University will provide Internet access to your accommodation. If you use the Internet service(s), you agree to abide by the conditions outlined in the UNB Acceptable Use of Information and Communication Technologies (which can be found on the UNB Information Technology Services website).

### **1.06 Eligibility**

To be eligible to reside in family housing at UNB you must be a registered full-time student, reside with dependent children/family or be in at least your third year of study.

Any alteration in the eligible persons living in a suite must receive prior approval from Residence. For instance, if eligibility shifts from one resident in the suite to another, the change must be communicated to Residence and obtain their approval. Please note that Residence reserves the right to decide whether to renew based on such changes in eligible students.

Eligibility to reside in these units is linked to student status. If the occupant drops out of UNB or is removed and loses their student status, they will need to vacate the unit in 48 hours.

### **Self-Care Criteria**

Members of the residence community are required to demonstrate through day-to-day actions that they are able to care for themselves and behave in ways that will not negatively affect the welfare, safety, and success of themselves or others. It is also expected that students will seek out and / or accept assistance (from medical professionals or appropriate UNB staff members) for those situations they are unable to resolve on their own.

### **1.07 Compliance with Laws etc.**

You agree to the terms of this Contract and to abide by all federal, provincial and local government laws, regulations and bylaws, University rules, regulations, policies, and procedures, including but not limited to those issued from time to time by Residence. To the extent that if there is any discrepancy between matters dealt with both in this Contract and any other publication of Residence, the provisions of this Contract shall prevail.

### **1.08 Contract Changes**

Changes may not be made to the terms of this Contract without the written permission of senior management in Residence. During the Term of the Contract, Residence may unilaterally change or delete any provisions of this Contract or add provisions to this Contract by sending you an email notification to your [UNB email address](#) or through written notification to your accommodation. Changes will be effective and binding upon you on the date set out in the notification. If no date is set out in the notification, the contract changes will be effective one week from the date the notification was sent. Please note, however, that changes may be implemented immediately when, in the opinion of the Senior Director, Residence the health and/or safety of any person may be adversely affected by a delay.

In cases of emergency or special circumstances, the Senior Director of Residence reserves the authority to deviate from the standard contract provisions.

During emergency situations, UNB Residence may introduce specific requirements or precautions that residents must adhere to. These measures may include, but are not limited to, wearing face masks, providing vaccine status information, practicing physical distancing, following sign-in or tracking procedures, adhering to room capacity limits, restricting access to certain areas or buildings, as well as limiting or prohibiting guests from entering the premises. It is essential for residents to comply with these guidelines.

Failure to comply with these emergency requirements will be considered a material breach of the contract and may lead to the termination of the Contract.

### **1.09 Abandoned Accommodation and Personal Property**

Your accommodation and your and any of your guests' personal property may be deemed by RO to be abandoned when:

- A substantial amount of your personal property is removed, and your residence fees are unpaid after the date that they are due; or
- Your residence fees remain unpaid after the date they are due, and RO has not received a response from you for a period of 5 days after sending you notice to your UNB email account.
- Items left in a room greater than 24 hours after an authorized room change or completed check-out.

You acknowledge that in the case of abandonment, RO will remove and dispose of your and any of your guests' personal property without compensation to you or your guests (as the case may be). You agree that RO will be under no obligation to store such belongings. You also agree that in the case of abandonment, you will be assessed an improper check-out fee of \$80. If a substantial amount of items is left within the space a disposal fee of \$250 may apply.

### **1.10 Termination of the Residence contract by the University**

If at any time:

- You fail to pay (when due) any of the fees stipulated in this Contract.
- You fail to pay (when due) any assessments assessed pursuant to the terms of this Contract.
- RL becomes aware that the offer of accommodation made to you was based upon incorrect information or a mistake as to your eligibility for residency in your accommodation.
- You no longer meet the eligibility requirements for residency in your accommodation.
- You fail to pick up your residence keys and agree to this Contract within 5 days of the scheduled Move-In Date without written notification of your delay:
- You have violated University rules, policies, or procedures and/or RL rules, policies, procedures or regulations as stated in this Contract, as they may be amended from time to time.
- You breach any provision of your Support Plan or expectations.
- You breach any provision of this Contract.
- You will have 48 hours to vacate if no longer a current registered student.
- If evicted, you will have up to a maximum of 48 hours to vacate your room from the time you are notified, but Residence has the right for immediate eviction should circumstance warrant.

### **1.11 Vacating Your Accommodation**

Vacating your accommodation involves several steps, which are as follows:

1. Arrange an inspection by contacting [mageehouse@unb.ca](mailto:mageehouse@unb.ca).
2. Return all keys to the Residence Administration Front Desk.
3. Ensure that all persons, personal possessions, and garbage are removed from your accommodation.
4. Leave your accommodation in a clean and orderly condition.

If you fail to vacate your accommodation as required by the terms of this Contract, certain consequences will apply.

You acknowledge that any personal property belonging to you or your guests, which remains in the residence apartment (including storage rooms and lounges), after the termination of this Contract

(whether due to expiration, early termination, cancellation, or abandonment), will be removed and disposed of without compensation. Residence will not be obligated to store any belongings left behind.

In the event of early termination or abandonment by the student, the student will be held responsible for paying the monthly rent associated with the apartment until the end of the contracted term unless student status is lost.

To clarify, Residence cannot re-assign your accommodation until you have completed the check-out procedures listed above. If you wish to terminate this Contract but fail to complete the check-out procedures, the Contract will remain in force, and you will continue to be charged for residence until one of the following occurs:

- The date you return all assigned keys to the Residence Administration Front Desk.
- The date when RL, at its sole discretion, deems you to have abandoned your accommodations.
- Your contractual Move-Out Date.

Students who do not follow the check-out procedures will be subject to an \$80 improper check-out fee. Moreover, not returning or receiving the keys will result in an applicable lost key charge. Examples of improper check-outs include (but are not limited to):

- Returning only some, but not all, of your keys to the Residence Administration Front Desk.
- Leaving your keys in your residence room/accommodation.
- Failing to return your keys on the same business day as you vacate your residence accommodations.
- Staying in residence for more than 48 hours after you are no longer a currently registered student in good standing.

### **1.12 Refund Policy**

By agreeing to the terms and conditions outlined in this contract students are responsible for the full residence fees for the duration of the contract dates. Students may request to cancel their contract for academic or compassionate reasons (health or wellness related reasons, family, or personal crisis etc.) after the move-in date. Requests should be submitted in writing to [mageehouse@unb.ca](mailto:mageehouse@unb.ca) or directly to the Residence Administration front desk. If a student's request to cancel their residence contract is granted, they may be responsible for paying the monthly fees associated until the end of their contracted term.

To qualify for contract termination without bearing responsibility for the remaining contract duration, a residential student must satisfy the following conditions.

1. The student has withdrawn from UNB prior to leaving residence and is no longer a UNB student. Residents must completely check out of residence within 48 hours after they are no longer a current registered student in good standing.
2. The student has signed the contract for the full year but will graduate at the end of the Fall Term.
3. The student moves out of residence to participate in a co-op work placement outside of Fredericton, an exchange program outside of Fredericton, or a teaching or other academic practicum outside of Fredericton.

**In these circumstances, you must provide applicable documentation, such as letter from the Registrar's Office or Co-op Coordinator.**

### **1.13 University's and Residence' s Performance**

The University and Residence are committed to providing accommodation in accordance with the terms and conditions stated in this contract.

However, in situations where the University or Residence is unable to fulfill or is delayed or restricted in fulfilling their obligations due to circumstances beyond their control, they shall be relieved from fulfilling their obligations during that period. As a result, you will not be entitled to any reduction in fees or compensation during such times. These circumstances beyond their control include but are not limited to:

- Strikes by University employees.
- Lock-out of employees by the University
- Other forms of job action or labor unrest
- Fires, floods, earthquakes, or other natural disasters
- Prolonged power/electrical outages
- Intervention by civilian or military authorities
- Acts of war or terrorism
- Public health emergencies, whether localized, national, or international
- Unusually destructive or disruptive storms
- New or amended federal, provincial, or local laws, regulations, bylaws, or policies.

In such cases, the University shall extend the dates or times of performance to account for the delays excused by this clause. The University will promptly notify the student of the existence and nature of such delay and will make reasonable efforts to minimize and mitigate the extent, effect, and duration of any such delay or non-performance. For student preparedness during emergencies, it is advisable to have a working flashlight, battery-operated radio, and non-perishable snacks in their residence accommodation always. If Residence needs to close residence buildings, communication will be sent to residents via email or letter in their UNB residence mailbox.

### **1.14 Liability**

The University or Residence is not responsible for property belonging to you or any of your guests which is lost, stolen or damaged in any way, regardless of cause, wherever or not this may occur on the residence property, including storage facilities, laundry rooms, and your accommodation. The University or Residence is not responsible for any injury, death, damage, or loss whatsoever caused to you or your guests while in or about the residences or the University campus or while engaged in activities organized or sponsored by Residence. Without limiting the generality of the foregoing, the University and Residence shall not be responsible for injury, damage or loss to you or your guests due to:

- The use of residence facilities and equipment, including but not limited to barbeques, basketball courts, and laundry room equipment.
- Taking part in organized or sponsored off-campus activities.
- Fires, floods, earthquakes, prolonged power outages, or building damage or breakage.

### **1.15 Insurance**

The University carries insurance for its own benefit. The University and Residence do not provide you with general insurance, liability insurance or property insurance for your personal belongings. It is recommended that you arrange for your person and all your personal effects in residence, storage rooms, and all other residence property including all residence buildings be covered by private insurance.

### **1.16 Damages and Administrative Costs**

By signing this contract, you acknowledge and agree to be responsible for any damages, lost property, extraordinary service, cleaning, or administrative costs incurred in university residence facilities, whether caused by you, your designated roommate, or your guests, whether accidentally, negligently, or intentionally.

In situations where the responsible person(s) cannot be identified by the Residence Office (RO), all residents of a floor, building, or unit may be jointly sanctioned or assessed for cleaning, damages, lost property, or extraordinary service costs. RO will make such determinations based on reasonable belief that the damages, lost property, or excessive mess were caused by one or more residents of the floor, building, or unit.

Failure to pay the assessed costs may result in various consequences, including but not limited to, the relocation of you or other resident(s) to another floor or unit, denial of future residence assignments, behavior interventions, or eviction from the residence. If you wish to appeal an assessment, you must adhere to the written appeal procedure outlined in the Residence Resolution Process.

It is important to note that appeals will only be considered if you have no outstanding arrears for any other fees, charges, or amounts owed to RO.

### **1.17 Room Entry**

Authorized personnel of the University may enter your accommodation, without prior notice, for any of the following reasons: to ensure health, safety, or general community welfare, to make deliveries, to make repairs to your accommodation and/or equipment servicing, to inspect the condition of your accommodation and to investigate compliance with and possible breaches of this Contract.

Cleaners may also be entering spaces throughout the term but especially at the end of term to prepare vacant space for new students.

### **1.18 Delivery of Personal Property**

Residence will not accept personal property, including mail and courier deliveries, delivered to the residence prior to your arrival or after your check-out. You are required to plan to have all personal property held in storage off campus until you have signed your contract. Residence does not accept any responsibility for personal property delivered to the Front Desk or left in residence areas. Residence will not hold mail at the end of the contracted term nor will mail be forwarded. Please list a complete address (complete legal name, building, street address, apartment number, city, province and postal code) in order to ensure mail and parcels will be delivered to the correct address.

### **1.19 Housekeeping/Cleaning/Damages**

Our team thoroughly inspects and cleans all rooms prior to your arrival. Following check-in or a room move, you have 48 hours to report any concerns with the condition of your room and submit it to the Residence Administration front desk. This will create a report regarding the condition of your accommodation. These reports will be followed up on by our facilities team and items will be repaired, replaced or cleaned as required. If you do not report any concerns, it will be assumed that your room, unit or suite is clean and in good condition. After your departure from your accommodation, your apartment will be inspected. Any missing items, damage not documented, or required cleaning will be assessed to you. You will be notified of this assessment via email with supporting pictures if possible.

Common areas in suite may be inspected from time to time during the year to ensure they are kept clean and safe. If you fail to keep common areas/units clean it will result in an assessment and/or possible relocation of you or other residents, and/or denial of a future residence offer.

### 1.20 Repairs and Alterations

All repairs and alterations to accommodations will be carried out by the University. Residents are prohibited from repairing or altering the exterior or interior of apartments and should report any required maintenance and/or repairs to residence facilities by using the following email address: [sswork@unb.ca](mailto:sswork@unb.ca). Without limiting the foregoing, residents are prohibited from painting or wallpapering their accommodation. Please use scotch or masking tape when hanging posters and the like. Should you have any maintenance-related concerns, please email [sswork@unb.ca](mailto:sswork@unb.ca). Please provide your name, building, room number and a description of the issue.

If it is after regular business hours (evenings and weekends) and the maintenance concern is urgent, please call UNB Campus Security (453-4830). UNB Campus Security will connect with the Community RLC on Call, and together they will determine the best course of action. Depending on the situation, the Community RLC on Call may come to your apartment or communicate with you over the phone (with the phone number you provided when signing your lease) to discuss next steps. Please be sure to contact Residence Administration to advise of any changes to your preferred phone number.

### 1.21 Pest Treatment

You shall not allow conditions to exist that, in the opinion of Residence, may encourage the infestation or propagation of insects, rodents or other varmints. You are required to report the presence or suspected presence of pests (including bedbugs) in your accommodation to Residence. Personnel authorized by the University may enter your accommodation, without notice and, if necessary, without your presence, to inspect for pests. Should, in the opinion of Residence or the University, treatment be required, you will be required to comply with the prescribed treatment methods and protocol. This may include relocation, cleaning and/or removal and disposal of furnishings or personal possessions. In such an event you shall not be reimbursed by the University for any disruption, relocation, loss or loss of use of personal possessions or furnishings. If you allow conditions to exist that encourage the infestation or propagation of insects, rodents or other varmints, you may be responsible for the costs associated with the treatment of these pests.

**If you suspect an infestation, you are not to remove any belongings from your accommodations until Residence has indicated the prescribed treatment and protocol, as such action on your part may spread the infestation.**

### 1.22 Construction and Maintenance

There are on-going maintenance, renovation, and construction projects taking place in and around the residence buildings. The work typically takes place during regular business hours (8:00am-6:00pm) but may begin earlier or extend later into the evenings or weekends. Ongoing construction or renovation projects will continue through midterm and final exam periods. The University will take measures to ensure that prudent construction practices are followed, but there may be noise, dust, and temporary interruptions of some services. Residents may be required to relocate temporarily or permanently to facilitate construction or renovations to their suite area. There will be no compensation or reduction to your fees due to disruption and/or relocation.

### 1.23 Transportation and Parking

Parking of motorized vehicles on the University campus is strictly regulated. Residence parking spaces are limited, and a parking pass is required for all motorized vehicles.

**UNB Students** must order their parking pass online through the Security and Traffic website.

**STU Students** can obtain their pass in person at the Security Office in the Campus Operations Building, 767 Kings College Road.

For information on parking rules (including winter parking regulations) please refer to the UNB Security and Traffic website.

**Theft or damage:** The University and Residence are not responsible for theft or damage to cars, bicycles, or any other vehicle, or any contents stored on or within them.

### 1.24 Security and Lost Keys

You are responsible for taking reasonable precautions to ensure that your accommodation and the building in which it is located are protected from a breach of security. This includes, but not limited to, locking your door(s) and windows(s), not forcing or propping open building entrance doors, not permitting unknown persons into residence buildings, and immediately reporting strangers or security concerns. You are not permitted to copy any key provided by Residence. Lost suite or entrance door keys pose an obvious security risk. As such, replacement key prices include the actual cost of replacing the core locking mechanism and are \$40.00 for an suite key and \$135.00 for an entrance key. Replacement post office box keys cost \$20.00. **Lost keys must be reported and replaced immediately** and can be replaced by the Residence Administration Staff.

### 1.25 Advertising/ Poster Policy/Businesses and Solicitation

For each building, a bulletin board has been allocated for all community postings which will be the sole (interior and exterior) promotional area for that house. Any persons wishing to advertise on these boards must bring the advertisement materials to the Residence Administration Front Desk for prior approval. Fees for advertising and distribution of materials will apply to all non-UNB affiliated material. Fees are as follows:

- POSTERS FOR COMMUNITY BOARDS (ONLY 13 REQUIRED) \$ 500.00 PER TIME
- FLYERS FOR RESIDENCE MAILBOXES (12 x 100 REQUIRED) \$1,000.00 PER TIME

All promotional material must abide by all UNB and Residence policies, rules and regulations. Any material found in residence on areas other than the designated community bulletin boards will be removed immediately and that establishment, company, group etc., will be prohibited from future advertisements. If residence student s are found to be in breach of this policy, they will be subject to fines and possibility of not being re-admitted to residence in future terms.

Prohibited activities include, but are not limited to, flyers being slipped under doors; door-to-door knocking; door hangers, stickers, or other promotional materials being used/placed in residence or on vehicles; and mass mailings.

This policy does not apply to the promotion of internal residence events by residence staff and house committees.

**Individuals are not permitted to operate businesses in residence.**

### 1.26 Privacy

UNB and Residence are committed to protecting personal information. Your personal information is being collected for the purposes of administering the Residence Family Housing Contract, it will only be accessed by those who require the information for the administration of the Residence Family Housing Contract. For more information on the protection of personal information at UNB please consult *UNB Policy for the Protection of Personal Information & Privacy* and the University Secretariat, University of New Brunswick, PO Box 4400, Fredericton, NB, E3B 5A3 [www.unb.ca/secretariat](http://www.unb.ca/secretariat) (506) 453-4613.

By agreeing to this Contract, you consent that Residence may contact relevant campus partners and your documented Emergency Contact if your behavior causes concern for your personal safety and/or the wellbeing, or the safety and/or wellbeing of any member of the community, you are hospitalized for any reason, your support needs are greater than what Residence is able to support, or Residence has made repeated attempts to contact you without a reasonable response. This consent will extend for the entire duration of your status as a UNBF residence student.

A student who has required significant intervention for personal challenges, mental health support, significant community disruption, or who is experiencing a significant medical/health concern may be required to have their physician/psychiatrist/clinical psychologist complete a residence medical form. *This form will ensure that UNB*

*Residence Administration has a full assessment of the student's needs and can assess whether it is in their best interests, and the interests of the surrounding community, for them to remain in residence or return to residence.*

### **1.27 Communication**

All communication from Residence to students is sent via letter or email to students' UNB email account or another email address provided by the student. Students are expected to respond to requests made in either format on a timely basis and are held accountable for being aware of any information communicated.

## **2.0 RESIDENCE COMMUNITY STANDARDS**

### **Purpose**

The Residence Community Standards aim to define the rights, responsibilities, and expectations of a UNB Resident. Residence, under the umbrella of the Department of Student Affairs and Services, strives to enhance a resident's university journey by providing a supportive living environment conducive to academic success, personal learning and growth, respect for diversity, and responsibility for community living. Each member of the residence community bears the personal and shared duty of establishing a positive and welcoming environment for all, by adhering to all community standards.

### **Rights and Responsibilities of Residence Tenants**

Residence aims to promote personal growth and development within our community members through various educational and academic initiatives, while also holding individuals accountable for any violation of the Residence Community Standards. It is important to acknowledge that not everyone is well-suited for the unique characteristics of living in a residence. Residence life entails a high-density, communal living setting that necessitates a heightened level of awareness, care, and respect for the well-being of fellow residents. It differs from living in a private apartment or house, as one's personal preferences and behaviours must align with creating a safe and appropriate shared environment that supports the University's academic mission. As a resident, you bear sole responsibility for your choices, and it is crucial to consider how those choices impact both yourself and the community around you.

As members of the community, every resident has a personal and shared obligation to foster a positive and inclusive environment for all students. It is your duty to promptly report or disclose any instances of misconduct that come to your attention, particularly if they involve potential harm, violations of the Residence Community Standards, or actions that compromise the dignity of other residents.

The following guiding principles outline the rights and responsibilities of residents:

- |   |   |
|---|---|
| <b>Academic Environment:</b>            | Residents have the right to live in an environment conducive to their academic goals, and it is their responsibility to help maintain this environment for others.  |
| <b>Communication and Collaboration:</b> | Residents have the right to open and respectful communication, and it is their responsibility to engage in constructive dialogue, actively participate in community discussions, and collaborate with their fellow residents. |
| <b>Diversity and Inclusivity:</b>       | Residents have the right to be included and valued regardless of their background or identity, and it is their responsibility to promote an   |



inclusive space.

- Personal Accountability:** Residents are accountable for their actions and behaviours within the Residence community. This includes having the responsibility to abide by the Residence Community Standards and other policies set forth by the university.
- Respect for Others:** Every resident has the right to be treated with respect, and it is their responsibility to respect the rights and dignity of fellow residents.
- Safety and Security:** Residents have the right to feel safe and secure in their living environment, and it is their responsibility to contribute to the overall safety and security of the community.

In instances where it is alleged that a resident has violated the Residence Community Standards, the student may be required to participate in the Residence Resolution Process. They will have a right to procedural fairness, to ensure they are given fair consideration during the fact-finding process and determination of responsibility.

### **Equity, Diversity, Inclusion, and Indigeneity**

Residence's core mission is to foster and support communities that wholeheartedly embrace and celebrate the principles of equity, diversity, inclusion, and indigeneity. As a department, Residence firmly believes the unique and diverse backgrounds, perspectives, and lived experiences of community members are foundational for a strong community.

The establishment of an inclusive living environment, where every tenant is embraced, is both a personal and shared obligation. All members of the Residence community, irrespective of their racial or ethnic background, skin color, religion, age, gender, sexual orientation, gender identity, disability, or any other differentiating factor, have the right to live peacefully and thrive in Residence.

Residence respectfully acknowledges that UNB stands on the un-surrendered and unceded traditional Wolastoqey land. The lands of Wabanaki people are recognized in a series of Peace and Friendship Treaties to establish an ongoing relationship of peace, friendship, and mutual respect between equal nations. We recognize that the unresolved relationship between Indigenous and non-Indigenous people limits us from reaching our full potential as a society. As Residence continues its work in creating equitable and inclusive living environments for all tenants, residents are welcomed and encouraged to take part in this mission by submitting their thoughts and ideas to [reslife@unb.ca](mailto:reslife@unb.ca).

### **SCOPE:**

The Residence Community Standards pertain to a tenant's behaviours, activities, actions, or lack thereof. These behaviours can be a one-time occurrence, repeated actions, or part of a consistent pattern that, when viewed as a whole, violate the Residence Community Standards. Tenants are expected to abide by the Residence Community Standards from the moment they sign the Residence Contract and move into a UNB Residence building, until their housing contract expires, is cancelled, terminated, or if they choose to voluntarily leave Residence.

The Residence Community Standards apply to a resident's actions or behaviours that take place on Residence premises, including, but not limited to, the interior of buildings, entrances, walkways, and rooftops. It also includes the immediate surroundings outside the Residence. If a resident engages in misconduct while visiting an on-

**campus Residence dining hall**, they may be held accountable for a breach of the Residence Contract. **Sanctioned Residence events**, whether on or off-campus, fall under the jurisdiction of the Residence Community Standards. Moreover, should a resident's conduct or activities on an online platform, like social media, breach the Residence Community Standards or result in conceivable harm or actual detriment to members of the Residence community, whether indirectly or directly, the student may be in breach of the Residence Community Standards.

Residents who engage in misconduct outside of Residence property will be referred to UNB Security & Traffic or the appropriate University officer to follow up under other existing University policies. Any complaints or concerns that do not involve a resident, such as campus-related complaints, non-Residence-related complaints, complaints regarding non-residents, or complaints involving university faculty or staff, will be directed to the relevant department(s) in accordance with the established policies and procedures of the University. This includes the actions or behaviours of a non-resident that occurs on Residence property.

Residents are subject to all municipal, provincial, and federal laws. In situations where Residence becomes aware that a student has violated the law, the incident will be referred to the appropriate law enforcement agency. In instances where the conduct of a Residence student falls within the scope of other institutional policies, such as UNB's Sexual Assault Policy or the Discrimination, Sexual Harassment and Harassment Policy, the matter may be addressed by the university through the respective process.

#### REQUEST FOR ACCOMMODATION OF THE RESIDENCE COMMUNITY STANDARDS

As per the Residence Contract, Residence students may request accommodation regarding the Residence Community Standards. The following list includes, but is not limited to, some of the possible accommodations that a Residence student may request:

- Ceremonial and/or cultural/religious requests,
- Guest policies,
- Medical drug permissions,
- Residence property and furnishings adjustments,
- Service/support animals (service, therapy, emotional support),
- Smudging
- Specific equipment or device use

Residence students may request accommodation at any point in any process through discussions with Residence. Accommodations will be provided in accordance with the New Brunswick Human Rights Act and applicable University policies and procedures.

## **ALCOHOL**

**Engaging in illegal, disruptive, or unsafe behavior related to alcohol is strictly forbidden. Residents who decide to consume alcohol are expected to do so responsibly and in accordance with all applicable federal, provincial, and municipal laws, as well as university policies and regulations. Being under the influence of alcohol does not serve as a valid excuse for violating the Residence Community Standards.**

**Residence Administration cannot accept alcohol deliveries on behalf of residents, regardless of their age.**

### Alcohol Paraphernalia

Possession of accessories intended to promote excessive or rapid alcohol consumption or encourage dangerous alcohol-related activities is strictly prohibited. These items include, but are not limited to, drinking hats, funnels, and any equipment used for brewing, distilling, or producing alcohol, such as beer, cider, wine, spirits, or any other form of alcohol.

### Distribution of Alcohol to Minors

Residents who are of legal drinking age are strictly prohibited from selling, distributing, or providing alcohol to individuals under the age of 19 on Residence property. Any student found supplying alcohol to a minor may face referral to the University and/or local law enforcement.

### Large Alcohol Containers

Possession or consumption of "common source" alcohol or large containers of alcohol is strictly prohibited. A large volume container is defined as any container that exceeds 500 mL for beer or 750 mL/26 ounces for other types of alcohol, including wines and spirits. Examples of large alcohol containers include kegs, mini-kegs, growlers, and "borgs," among others.

### Open Alcohol

Residents who are of legal drinking age are allowed to consume alcohol in Residence bedrooms, suites, and designated lounges, as well as at Residence-sanctioned events where alcohol is permitted. Consuming alcoholic beverages is not allowed in any other areas, including but not limited to patios, courtyards, elevators, washrooms, laundry rooms, hallways, stairwells, foyers, dining halls, and all other areas outside the residence buildings.

In lounges, individuals are limited to one standard drink per person at any given time, and it must be contained in a plastic cup, can, or glass bottle covered with a koozie. It is permissible to transport alcoholic beverages between rooms and lounges in hallways, stairwells, elevators, and foyers, provided the beverage is in a sealed container.

### Promotion and Glorification of Alcohol Culture

Engaging in activities that encourage excessive or rapid alcohol consumption, as well as those promoting unsafe drinking practices, is strictly forbidden on Residence property. This includes any involvement in or promotion of drinking games and binge drinking. Traditional drinking games like "beer pong," "flip cup," "King's cup," "quarters," and others are not allowed on Residence property, regardless of whether alcohol is present. The list provided is not comprehensive, and decisions regarding whether an activity qualifies as a "drinking game" will be at the discretion of the Residence staff.

Residents are strictly prohibited from engaging in the following activities on Residence property:

1. Creating trophies from alcohol bottles.
2. Displaying full, partially full, or empty alcohol bottles in windows.
3. Stockpiling alcohol.

Organizing, promoting, or participating in alcohol tours, such as "floor crawls," within the Residence premises is also strictly prohibited.

### Underage Alcohol Possession/ Use

Residents who are under the legal drinking age are not permitted to possess or consume alcohol. The legal age to consume alcohol in the Province of New Brunswick is 19.

## CANNABIS

**Behaviour involving cannabis that is illegal, disruptive, or threatens the safety and well-being of oneself or others is prohibited. Residents who choose to consume cannabis must do so responsibly and in compliance with all federal, provincial, and municipal laws and university policies and regulations. Students of legal age may consume cannabis in its non-smokable and non-vaped forms (i.e., edibles, oils etc.) while in residence rooms and designated lounges but must comply with the law(s) when doing so. Being under the influence of cannabis does not serve as a valid excuse for violating the Residence Community Standards.**

**Residence Administration is unable to accept deliveries of cannabis on behalf of residents, regardless of age. Residents who require the use of medical cannabis must register with the Student Accessibility Centre and consult with Residence to develop an accommodation plan that best meets their needs.**

### Cannabis Paraphernalia

Cannabis accessories including, but not limited to, bongs, hookahs, vaporizers, and grinders are permitted in Residence, but **only for storage purposes**. All paraphernalia must be stored in a private space within a resident's room, in a sealed, air-tight container such that any smell is undetectable outside a residence room and inaccessible to those under the age of 19 when it is not being actively used. Containers should be clearly labelled as containing items used in the preparation or consumption of cannabis.

### Cooking, Production of Cannabis & Cannabis Plants

The possession and cultivation of cannabis plants or seeds are strictly prohibited on Residence property. Residents are not allowed to produce cannabis on Residence grounds, which includes using the shared amenities, such as microwaves, ovens, and stoves, to cook with cannabis or prepare edibles. Residents who are of legal age and have legally acquired edibles may possess and use them in designated spaces within the Residence. It is essential to adhere to all relevant laws and regulations regarding the use of edibles in these spaces.

### Distribution of Cannabis to Minors

Residents who are of legal age are strictly prohibited from selling, distributing, or providing cannabis or cannabis by-products to individuals under the age of 19 on Residence property. Any student found supplying cannabis to a minor may face referral to the University authorities and/or local law enforcement.

### Immoderate Possession of Cannabis

As per the [Cannabis Act](#), residents may possess up to 30 grams of dried cannabis, or its equivalent in oils or edibles, for non-medical purposes provided it is in a sealed, air-tight container. Possession in excess of the legal limit may result in referral to the University and/or local law enforcement.

### Open Cannabis

The possession of cannabis is confined to specific areas such as bedrooms, suites, and living rooms, except when it is being transported to a designated consumption space or taken outside of the building. When transporting cannabis in such instances, it must be stored in a sealed, airtight container to minimize any impact on the surrounding community, regardless of its state. It is strictly prohibited to have cannabis in any other areas beyond those mentioned earlier, including hallways, stairwells, dining halls, and washrooms.

Residents of legal age can keep cannabis in their Residence room, either in its original packaging or in a sealed, airtight container. However, it is essential to ensure that the scent of cannabis remains completely undetectable outside of the residence room and inaccessible to individuals under the age of 19 when not being actively consumed.

### Promotion and Glorification of Cannabis Use

Promoting or participating in games or activities that result in the excessive or unsafe consumption of cannabis is prohibited. Decisions regarding whether an activity falls under this category will be at the discretion of the Residence staff.

### Underage Cannabis Possession/ Use

Residents who are under the legal age of consumption are not permitted to possess, consume, store, or have access to cannabis or cannabis by-products. The legal age to possess or use cannabis and any by-products in the Province of New Brunswick is 19.

Students of legal age may consume cannabis in its non-smokable and non-vaped forms (i.e., edibles, oils etc.) while in residence rooms and designated lounges but must comply with the law(s) when doing so.

## NARCOTICS AND UNPRESCRIBED DRUGS

**Federal, provincial, municipal law, and UNB policies, state that it is illegal to use, sell, or possess illegal drugs, controlled substances, non-prescription drugs and/or prescription drugs not prescribed to the person in possession of these drugs. Circumstances that lead to drug suspicion will prompt an investigation from Residence Staff and/or Security & Traffic. Residents who violate any of the following Residence Community Standards will be referred to the appropriate university official for possible charges under the Student Disciplinary Code or the General Regulations on Student Non-Academic Conduct. The University may also choose to refer the incident to local law enforcement for possible prosecution under the Criminal Code of Canada.**

**Drug suspicion is defined as specific and direct observations regarding the physical surroundings or the behaviour, speech, or smell of an illegal drugs.**

#### **Illegal Drug Distribution/ Trafficking**

Residents are prohibited from trafficking illegal drug substances or possessing quantities of legal drugs beyond what law enforcement would consider for recreational or medical use.

#### **Illegal Drug Paraphernalia**

Illegal drug paraphernalia, defined as equipment or materials used to produce, store, conceal, or consume illegal drugs or substances, is prohibited in Residence.

#### **Illegal Drug Possession/ Use**

The possession and/or use of illegal drugs is prohibited on all Residence and University property.

### **GUEST POLICY**

**Residents have the privilege of hosting guests in their residence. A guest is characterized as an individual who does not reside in the same building as the host (in the Fredericton campus) or is a non-Residence student (in the Saint John campus). Residents are responsible for the behaviour of their guest at all times. If a guest violates a policy, the host will be held responsible as though the host violated that policy. Residents are also responsible for any violations of the Residence Community Standards that take place in their respective residence room, regardless of whether they are present. Residents are encouraged to lock their residence room doors when they are not present.**

It is expected that residents exercise caution and take necessary measures to ensure their guests' compliance with the community guidelines. Unless otherwise advised, residents must abide by the following guest expectations.

1. Residents are responsible for their guests' behaviour regardless of whether they participated in, condoned, or were aware of the guests' behaviour. Anyone who is invited to, accompanied on, accepted, or admitted to the residence property (which includes but is not limited to all residence buildings, parking lots, and surrounding grounds) is deemed to be a guest of that resident.
2. Granting access to a Residence building, such as opening an exterior door, for a stranger, tailgater, or uninvited individual is strictly forbidden on Residence property. Any resident providing such access will be considered the host of that person and will be held accountable for their behavior, as if they were an invited guest.
3. While on Residence property, residents must be present with their guests at all times. A host's absence does not excuse or release them from responsibility for their guests' behavior. Residents are accountable for their guests' actions until the guests leave the residence property.
4. In cases of non-compliance with the Residence Community Standards, a guest may be asked to leave Residence Property immediately, based on the discretion of Residence or University staff. The severity of the non-compliance will determine if the individual also faces additional restrictions, such as being barred from returning to the Residence as a guest in the future. Incidents of severe misconduct will be promptly reported to Security & Traffic and/or local law enforcement for appropriate actions to be taken.

5. Accompanying or acting as a host to any individual who was previously evicted and does not have visiting privileges, or to a person whose visiting privileges have been revoked, is strictly prohibited.
6. Residents are held responsible for activities that occur in their room, irrespective of their presence.
7. A resident's failure to lock their door does not mitigate their responsibility for the actions of others that occur in the resident's room or unit.
8. Residents can only host two (2) people at a given time.
9. Residents who live with others must obtain permission from their roommate to allow an overnight guest.
10. Residents may accommodate overnight guests in their rooms for a maximum of three nights in any given week, with no more than two nights in a row. A guest is considered overnight when they are in residence between midnight and 7 a.m. for any length of time. Residents will be subject to disciplinary for guests' stays that exceed this period or are a disturbance to the floor, or resident(s). No extra bedding is available, and guests may not sleep in the lounge or common area. No person may be the guest of more than one resident in succession. In exceptional circumstances, extensions may be granted by the Residence Life Coordinator.

Residence reserves that right to limit the number of persons who may be registered as a guest during certain periods of the academic year, under special circumstances, or due to ongoing conduct issues in the building. This may apply to an individual, a Residence building, or all residents.

## **SMOKING**

**The University of New Brunswick's smoke-free policy prohibits the smoking of tobacco and cannabis by all methods, and prohibits vaping of all substances in any form, including the use of vaporizer and inhalant devices such as vape pens and e-cigarettes at all buildings and grounds owned, leased, or operated by the university, including outdoor play areas, athletic and recreational fields, university residences and housing. The policy also applies to vehicles or equipment rented, owned, or leased by the university.**

**Failure to abide by the smoke-free policy in Residence may result in sanctions, and/or administrative charges to cover the costs associated with cleaning a residence space. Smoking off Residence property may be referred to UNB Security & Traffic for follow-up under the Student Disciplinary Code.**

Smoking is strictly prohibited in all areas on campus, including residences. Residence students are not allowed to use the following, non-exhaustive list of items while on Residence property: smoking cigarettes, vapes, cigarillos, cigars, cannabis, smoking pipes, electronic cigarettes, hookahs, shishas, and any other smoking devices.

## **RESPECT AND CONSIDERATION**

**Residents are expected to demonstrate respectful behaviour towards other Residence community members including other residents, student staff, and employees of the University. Behaviours that a resident knows or ought to reasonably know are disruptive in nature or create, or have the potential to create, a hostile, unsafe, or uncomfortable environment for others will not be tolerated.**

### Compliance with Health and Safety Directives

Failure to follow UNB Residence, University, or provincial regulations related to pandemic mitigation, or any other health and safety concerns is prohibited. Residence may develop and require residents to abide by certain requirements or precautions. These precautions may be adjusted throughout the year to ensure adherence to Provincial and University changes.

Examples of precautions Residence may impose include but is not limited to the wearing of face masks, physical distancing, room capacity limits, limits to who can enter certain areas or buildings, and limiting or restricting guests.

### Gambling / Gaming Events

Hosting, organizing, or participating in an unauthorized gaming event that requires or encourages students to use or exchange money or valuable items is not permitted in Residence. This includes, but is not limited to, poker nights, pools, and raffles.

### Inappropriate Behaviour

Any conduct that is inappropriate or disruptive to the residence community or the University, as determined by Residence is prohibited. Residents are expected to act in a manner that does not negatively impact other members of the Residence community. Actions that adversely affect oneself or others, or have the potential to, from not adhering to the Residence Community Standards are prohibited. Residents must remove themselves from situations that violate the Residence Community Standards and are encouraged to contact a Residence staff member if they witness inappropriate behaviour in residence.

Residents who have previously participated in the Residence Resolution Process and violate a condition of an imposed sanction (i.e., guest ban, etc.) may be held responsible engaging in inappropriate behaviour.

### Initiations or Hazing

Initiation or hazing activities that single out residents, create mental or physical discomfort, exposes another to embarrassment or ridicule, and/or may be physically or emotionally harmful to others, are prohibited. Encouraging, participating in, or supporting such activities are not permitted, regardless of the willingness or consent of the participants.

### Noise

Residence is a thriving and rapidly expanding community with a high population density. It is important to note that in such a lively environment, some level of normal living noise is to be expected. Absolute silence is not possible; however, residents are not permitted to create excessive noise.

Residents are expected show consideration for their Neighbours 24 hours a day, seven days a week. The priority of Residence is to ensure that individuals have an environment conducive to studying and sleeping, which takes precedence over others' rights to create noise. In cases of dispute, Residence will



assess and determine what is deemed reasonable. If someone requests that you reduce your noise level, it is important to respect their wishes and make the necessary adjustments.

Audio equipment may not be played such that the sound and especially the bass (low frequency sound) can be heard outside of the resident's room or unit. Subwoofers or similar sound augmenting accessories are not permitted. Musical instruments may not be practiced or played in the resident's room or unit. Residents may be required to practice their musical instruments elsewhere on campus. Instruments that are stationary or not easily transported to a practice area (for example acoustic piano) are not permitted in residence.

The use of the outdoor areas (the green spaces around residences) for sports or other activities creating noise is not permitted during Quiet Hours.

In addition to being always considerate, Quiet Hours are those times during which residents are prohibited from making noise which can be heard outside of their unit or room, or which may disturb the resident's roommate (if applicable), or which can be heard outside the residence building and may disturb a resident inside the building. This refers primarily, but not exclusively to talking, noise from audio equipment, radios, televisions, musical instruments, computer equipment, and telephones.

#### **QUIET HOURS**

- **Sunday to Thursday:** 10:00 P.M. to 7:00 A.M.
- **Friday and Saturday:** 1:00 A.M. to 7:00 A.M.
- **Offline Amenities:** Laundry room, common lounges, playroom.

#### **Non-Compliance with University Staff & Others**

All members of the Residence community are expected to engage with one another in a respectful manner. This expectation applies to Residence staff, Facilities Management, third-party contractors, emergency personnel, police, and other individuals involved in the Residence operations. Residents and their guests are required to cooperate with reasonable requests made by university staff while they are performing their duties. This cooperation includes, but is not limited to, complying with verbal or written requests, providing valid student identification when requested, and providing any relevant information to staff if known.

Deliberately providing false or inaccurate information, such as providing a false name, is strictly prohibited. Such behavior, especially when it allows a resident to engage in conduct that would otherwise be prohibited, may contradict local laws, and could have legal consequences.

Engaging in misleading behavior or refusing to cooperate during fact-finding processes, crisis situations, or public safety management is strictly prohibited.

#### **Parties or Large Gatherings**

Residents are not permitted to host or advertise an organized or spontaneous party or unsanctioned gathering on Residence property. A party or large gathering is defined as a social gathering that meets one or all the following criteria:

- Over the maximum capacity of a Residence room (8 people) or sizeable gathering in a common space. The playroom located in Magee can host a maximum of 24 people.
- Intoxicants are being consumed as one of the primary activities.
- Music is a major part of the atmosphere and is too loud to be considered background music.

### Physically Active Games in Residence Buildings

Residents are not permitted to engage in physically active games or activities inside the residence buildings that have the potential to damage property or cause injury to participants. This includes, but is not limited to, games or activities that involve throwing, kicking, or shooting an object (i.e., ball hockey, football, golf, mini-golf, soccer, Frisbee, hacky sack, etc.), games or activities that may result in participants running (i.e., tag, water fights etc.), cycling, skateboarding, among others.

### Raids, Pranks, or Social Media Challenges

Initiating, encouraging, supporting, or participating in raids, pranks, or social media challenges that are inappropriate, disruptive, offensive, or hostile towards residents and/or staff, or that jeopardize the safety and security of others is prohibited, regardless of whether consent was obtained or implied.

### Staff Disrespect

Disrespect to University of New Brunswick staff, such as Residence staff and Security and Traffic personnel, is not permitted. Examples include, but are not limited to, harassment, verbal threats, insults, and bullying.

### Scents

Strong scents including, but not limited to, incense, room sprays, personal scents, fragrances, and some aerosol products may impact community members. These products may also trigger allergic sensitivities, or the activation of fire safety equipment, and you may be asked to refrain from using such items. In addition, mothballs and camphor are not permitted in residence. Students who opt to smoke (i.e., cannabis, cigarettes, etc.) outdoors must be mindful of, and minimize, any residual scent they might carry upon re-entry to a Residence building, as these scents can have an effect on fellow community members in the vicinity.

## **FIRE SAFETY AND PREVENTION**

**Behaviour that endangers the safety of the Residence community or jeopardizes fire safety systems within the building is strictly prohibited.**

### Cooking

It is mandatory for residents to be always present while using cooking appliances to prepare food. Approved cooking appliances can only be used in designated areas.

### Explosives, Flames, and Flammable or Dangerous Material

Possession of explosive or flammable material including, but not limited to firecrackers, fireworks, dynamite, gasoline, compressed spray can, propane tanks, or other such materials is not permitted on Residence property. Candles, incense, potpourri pots, or open flame items of any kind are also

prohibited. 3D printers, or any other devices or objects that emit large amounts of heat, fumes, poisons (i.e., milk crates), or particulate matter are not permitted on residence property.

Halogen lamps and other high heat emitting and/or high wattage lamps or light sources (using over 60-watt bulbs) are not permitted in residence due to an increased risk of fires.

### Failure to Evacuate

Once a fire alarm starts, all students and guests must evacuate the building immediately. Re-entry into the building is not permitted until it is deemed safe by the local Fire Department.

### Tampering with Fire Safety Equipment

Safety equipment including sprinklers, smoke detectors, heat sensors, fire exit signs, fire extinguishers, pull stations, hoses, alarm bells, fire doors, and any other safety equipment is necessary to safeguard residents. Activating, handling, using, or interfering with any fire or safety equipment for any reason other than in an emergency is prohibited and will result in disciplinary action and may result in eviction whether such actions were intentional or not. Activating a fire alarm for non-emergency reasons may result in a fine.

Any damage caused from activating, handling, using, or interfering with any fire or safety equipment for non-emergency purposes will be assessed to the student(s) deemed responsible for causing the damage. Examples include, but are not limited to, discharging fire extinguishers, touching fire alarm pull-stations or fire hoses, hanging objects from sprinkler heads, or striking safety equipment with an object, tampering with fire doors etc.

Discharging, tampering with, or operating any fire prevention or detection apparatus for any purpose other is illegal and will be treated very seriously by Residence, the University of New Brunswick, and local Police.

## **BUILDING SECURITY**

**Behaviour that jeopardizes, or has the potential to jeopardize, the safety & security of oneself, others or a residence community is prohibited.**

### Accessing Restricted or Unauthorized Areas

Residents are not permitted access to unauthorized areas unless accompanied by a representative from Residence. This includes areas not normally used by persons other than staff, and includes but is not limited to roof tops, mechanical rooms, cleaning supply rooms, linen rooms, or any area marked “staff only,” “authorized personnel only,” or “closed” etc. Accessing these areas is prohibited and will result in disciplinary action and may result in eviction and/or referral to the police.

Residents must contact Residence if they wish to allow another person into their room for the purpose of retrieving an item. Requests will be assessed on a case-by-case basis to determine whether room entry is warranted. Students are not permitted to manipulate the lock, the door, or the window to access a space. The following acts are strictly prohibited:

- Possession of devices or apparatus that are designed or regularly used for gaining access to a locked area.
- Unauthorized entry into another resident's room or unit; and
- Unauthorized entry into a residence building (this includes following someone into a building that you do not live in, without being invited in as a guest of a resident of that building)

### Dangerous Activity

Participating in activities that endanger the safety of individuals or risk damage to property is strictly prohibited. This encompasses actions such as deliberately damaging objects, breaking glass, using vehicles inside the building, entering restricted areas without authorization, engaging in rough physical play (e.g., wrestling), igniting fires anywhere on the Residence grounds, or utilizing windows as entry or exit points. Restricted activities include any activity that, in the opinion of Residence staff, is dangerous or potentially harmful to any persons or property.

### Door Propping

Any attempt to prop exterior Residence doors or tamper with perimeter equipment doors is not permitted. Students are expected to abide by the access hours/restricted use signs posted on exterior residence doors and use main doors for entry and exit.

### Theft

Theft or possession of property belonging to another person or the University without permission is strictly prohibited and may lead to a referral to law enforcement.

### Unauthorized Key Possession and/or Use

Unauthorized possession or unauthorized use of Residence keys is prohibited. Residents are not permitted to copy any keys provided by Residence, lend, or borrow Residence keys.

### Weapons

Residents and their guests are not permitted to bring or keep any of the following while in Residence:

- Any real or replica projectile weapon, including but not limited to real or replica firearms, air guns, crossbows, sling shots, paint-ball guns, BB guns,
- Any form of ammunition (i.e., arrows, bullets, bolts, shells, projectiles, etc.)
- Blades including but not limited to knives, swords, bayonets, epees, and blades used in martial arts; and any other weapons, whether used for martial arts or other forms of combat training, or otherwise.
- Any material or object that will endanger student health and safety in residence.

Wielding any object including, but not limited to, the weapons listed above, or any item that is perceived as threatening or aggressive may result in a referral to law enforcement.

Accommodations for extenuating circumstances, professional sport, or religious reasons must be arranged with Residence prior to bringing the object into the building.

**Engaging in behavior that causes physical harm, interference, fear, intimidation, or has the potential to do so, is strictly prohibited. Learn more from the [Human Rights and Positive Environment Office](#).**

### Acts of Intolerance

Any form of conduct that results in adverse treatment based on race, ancestry, place of origin, color, ethnic origin, citizenship, creed/religion, sex/pregnancy, sexual orientation, gender identity, gender expression, family status, disability, age, marital status, record of offense, receipt of public assistance, or any other protected human right is strictly prohibited. This includes, but is not limited to, posting or distributing offensive material, creating an intimidating, hostile, or uncomfortable environment, displaying offensive posters or pictures in public areas, using electronic means to convey obscene or objectionable messages or materials, engaging in offensive graffiti, or encouraging offensive acts or behavior.

Every individual within the University Community has the right to an environment characterized by equal opportunity and equitable access to university resources and services. It is the responsibility of everyone to treat all members of the community without discrimination.

### Capturing the Image of a Group or Individual

Residents and guests are strictly prohibited from using audio, video, or any other digital devices to capture someone's image or voice without their explicit permission. Residents may not disclose or distribute images or audio recordings of another person without their explicit consent.

### Civility

Residents are strictly prohibited from engaging in any form of intimidation, interference, threats, or obstruction towards any individual, including fellow students and Residence staff. This encompasses behavior that a resident should reasonably be aware will create an unsafe or unwelcoming environment.

### Harassment

Any form of attention or conduct, whether oral, written, graphic, or physical, by an individual or group who knows, or ought to reasonable know, that their actions or behaviour are unwelcome, offensive, or intimidating and creates an environment that is intimidating, humiliating, hostile, or offensive is strictly prohibited. Examples of such behavior include, but are not limited to, attacks on an individual's dignity or integrity, bullying, intimidation, coercion, physical assault, making vexatious or malicious comments, or abusing power, authority, or influence.

Every individual within the University Community has the right to an environment characterized by mutual respect. It is the responsibility of everyone to treat all members of the community with respect and without engaging in any form of harassment.

Behaviour conducted in whole or in part through verbal, written, graphic, or electronic means is included within this definition. However, the reasonable exercise of administrative authority does not constitute harassment.

## Graphic Materials

Displaying graphic material in public areas, communal areas, or where it is visible to the residence community or public is prohibited. This includes, but is not limited to, pornography, quotations, drawings, or other explicit images.

## Physical Violence, Aggression, and Threats

All residence students have the right to be safe from bodily harm, the threat of bodily harm or any form of threat, including but not limited to verbal, electronic messages, written messages, and graffiti. Harassment in the form of physical aggression, whether consensual or not, will not be tolerated. Physical aggression is defined as any physical contact between two or more individuals, threats of violence or inciting violent acts. Residents are strongly encouraged to vacate the premises and call for assistance in violent situations.

Physical aggression and violence include any physically aggressive or violent behaviour, such as fighting, hitting, punching, slapping, kicking, pushing, pulling, throwing objects at another etc.

The need for self-defence is recognized. Physical self-defence is acceptable only when the resident has no other means to escape another's physical aggression, and then only at a level necessary to escape.

## Sexual Violence

Sexual violence is any subtle or overt action or attitude that establishes, exploits, and/or reinforces gender inequities resulting in physical, sexual, emotional, economic, or mental harm. This violence takes different forms including sexual assault, sexual harassment, sexual abuse, stalking, indecent or sexualized exposure, degrading sexual imagery, voyeurism, cyber-harassment, and sexual exploitation among other things. Any form of sexual violence will not be tolerated within residence and can face severe consequences such as eviction. Students who have experienced gender-based violence may wish to contact any of the following resources for support:

- Residence Life Coordinator or Community Standards Coordinator
- Security & Traffic
- Campus Sexual Assault Support Advocates (CSASAs)
- Human Rights and Positive Environment Office
- Any University staff member with whom the survivor feels comfortable.

## RESPECT FOR RESIDENCE PROPERTY

**Actions that have the potential to cause damage to a residence building or compromise services provided by Residence are prohibited.**

### Elevator Tampering

Engaging in any activities that may damage or interfere with the operation of elevators or tampering with elevator safety systems is strictly prohibited. Tampering with an elevator will result in an assessment for the cost of repairs, disciplinary action, and potential eviction. Prohibited activities

include, but are not limited to, tampering with any part of the elevator, jumping inside the elevator, exceeding the passenger limit, or obstructing the elevator door from closing.

### Property Damage / Vandalism

Vandalism, which involves the intentional or malicious destruction or degradation of public or private property, is strictly prohibited within Residence. Any acts of vandalism will not be tolerated. Residents are encouraged to promptly report any incidents of incidental or intentional property damage to Residence staff.

### Throwing or Falling Objects

The act of throwing, dropping, knocking, or ejecting objects from residence buildings, windows, balconies, or stairwells, whether intentional or unintentional, is strictly prohibited. Throwing snowballs or any objects at residence buildings is also not allowed and may result in property damage. Residents are not permitted to remove screens from windows for any reason.

## OCCUPANCY AND ADMINISTRATION

**Residents must adhere to the administrative requirements and conditions of the Residence Contract while residing in a UNB Residence building.**

### Animals in Residence

Pets, with the exception of a fish, are not permitted in the Residence buildings at any time. A non-dangerous fish in a bowl is permitted with advanced written approval from Residence.

If you require a service animal or an emotional support animal in your accommodation, you must comply with the University of New Brunswick's Service and Emotional Support Animals Policies and Procedures (the "Service Animal Policy"), including, but not limited to, the following steps prior to bringing a service animal or emotional support animal to your residence:

- Students must register their service animal and/or have any emotional support animal approved by the Student Accessibility Centre prior to contacting Residence.
- Residence will confirm with the Student Accessibility Centre that all documentation required by UNB has been submitted and approved.

Students are responsible for the care, supervision, control, and welfare of their service or emotional support animal. As such, you will be required to sign a "Confirmation of Responsibility for Service Animals Form" or "Confirmation of Responsibility for Emotional Support Animal Form" (both of which shall be provided by Residence) confirming your agreement and understanding of your responsibilities as a condition of having your animal within Residence. This agreement will need to be signed prior to the animal being moved in Residence, otherwise the animal may need to be removed until the process is completed.

Students are encouraged to contact Residence prior to the release of room assignments so appropriate preparations can be made. Late or in-term requests may not be able to be met immediately. If you request an animal in Residence, you acknowledge and agree that Residence may have to relocate you to another room to accommodate the arrival of the service animal or emotional support animal.

### Cleanliness Standards

Residents are expected to maintain the cleanliness of their individual units as well as shared living areas, such as study lounges, washrooms, and kitchens. Residents must ensure that their living spaces are kept clean and orderly. At the request of Residence, residents must participate in meetings to discuss cleaning expectations with roommates. Meeting outcomes may include creating and adhering to a shared cleaning schedule for all residents of a shared unit.

Residents are also responsible for strong odours and smells originating from their room/unit that are deemed disruptive to their community. Failure to do so may result in cleaning charges, and or further action as may be deemed appropriate by Residence.

Housekeeping staff regularly clean common areas such as lounges and hallways. However, it is the responsibility of all residents to clean up after their personal use of common areas in residence. If areas are left excessively messy or if there is vandalism, the individuals responsible may receive individual damage charges.

- **Personal Rooms:** Residents are expected to keep their rooms clean and to an acceptable standard to avoid problems like pests, including bed bugs, and irritants to others. Removing garbage in a timely fashion and cleaning up after oneself is expected.
- **Common Spaces:** Residents must contribute to the cleanliness of common areas and are not permitted to leave any items in the common areas of the building (i.e., lounges, living rooms, kitchens, bathrooms, laundry rooms, and stairwells) including without limitation, shoes, umbrellas, garbage bags, waste or other items anywhere other than in designated areas.
- **Garbage:** Residents are responsible for disposing of their garbage, compost, recyclables, and all other unwanted items within the provided bins. Littering or leaving garbage or unwanted items in hallways or any location other than within the proper waste disposal bins is not permitted. Removing garbage in a timely fashion and cleaning up after oneself is expected. Intentionally dirtying areas of the Residence building is prohibited. If an excessive amount of garbage is left in their Residence room or suite, students may be charged a disposal fee.

Uncollected food deliveries can attract pests and result in a mess. Residents ordering food or grocery deliveries must meet the delivery person to immediately collect their order. Uncollected food deliveries left around entrances or other common areas are subject to immediate disposal by staff. Residents may be assessed for any pest control or clean up associated with uncollected deliveries.

Housekeeping and the Residence Life Coordinator will perform cleaning inspections in each suite and/or room to ensure that they are being cleaned regularly and thoroughly. Residents will receive notice of the date of their cleaning inspection one week prior. If they have any questions about proper cleaning techniques, Housekeeping and Residence Life Staff are eager to help.



### Equipment Storage

Residents are allowed to store their belongings only in their designated accommodations, such as their room or suite, or in an area specifically designated for storage, subject to approval from Residence. Storing personal items in unauthorized areas like hallways or lounges is strictly prohibited. This rule applies to various items, including but not limited to bicycles, hockey equipment, musical instruments, and furniture.

### Failure to Respond

Residents are required to respond to requests and communications from Residence Staff promptly and attentively. Ignoring or intentionally avoiding such requests, including failing to respond to meeting requests, is not permitted. Since Residence primarily communicates with students through their UNB email accounts, it is essential for residents to regularly check their University of New Brunswick email and promptly respond to any messages from the Residence Staff. In cases where students do not reply to emails, Residence Staff may resort to other communication methods to contact them.

### False Identification

Using false identification for any reason, including gaining access to a licensed event when underage, signing out a key, or collecting a package, is prohibited, and may result in referral to the police.

### Heating & Cooling

Residents are responsible for maintaining an appropriate temperature within their living unit. Failure to properly control the heating and/or cooling in their unit may lead to financial liability for any resulting damages. For instance, setting the thermostat to an unreasonable temperature or leaving a window open during cold weather could cause damage to the unit, including pipe failures and water damage. Residents must exercise care and responsibility in managing the temperature to avoid such issues and the associated costs.

Students are only permitted to bring/use portable air conditioners in Residence.

### Losing Keys

If a resident loses or finds keys, it is crucial to report the incident immediately to Residence to maintain a safe and secure living environment for all. During weekdays from 8:30 A.M. to 4:00 P.M., students who find themselves locked out of their rooms should contact Residence during office hours to request assistance.

For lockouts occurring after 4:00 PM on weekdays and during weekends, residents should contact security. Only officially registered residents of a specific room are allowed to request new keys for that space.

### Posters, Signs, & Solicitation

The display of signs (including electric signs), posters, banners, or flags of any size outside or around the residence is strictly prohibited unless prior permission is obtained from Residence. Additionally, all advertisements must be approved by Residence before they can be placed within the Residence.

building. To ensure compliance with these guidelines, all posters are required to be stamped with Residence's approval before being displayed.

### Removal of University or Residence Property

Under no circumstances are residents allowed to remove furniture or property from their individual rooms, lounges, or any shared common areas without explicit permission from Residence. Relocating any residence property from common areas to individual student residence rooms is strictly prohibited and not allowed.

Residents are not permitted to replace any of the furniture provided by UNB with their own personal belongings or furniture. The furniture provided by the university must remain in its designated place and should not be altered or replaced by residents at any time.

### Room Alterations

Residents are not permitted to modify their living space in any way, including, but not limited to, painting, adding wallpaper, installing shelves or hooks, or removing window treatments. Students are not permitted to repair their own drywall or install additional window treatments.

Any posters, signs, or pictures placed on all the walls of Residence must be hung with a special double-sided tape which is provided by Residence office, upon request. Duct tape, scotch tape, masking tape, 3M hooks, hockey tape, LED strip lights, sticky tack, nails, screws, tacks, hooks, et cetera are all strictly prohibited.

Students who cause damage to their bedroom, unit, or common area due to these modifications will be responsible for the cost associated for damages and labour required to return the room to its original state.

### Telecommunications and Piracy

All residents have access to internet within their living space. Residents shall not run or install personal routers, wires, cables, or other electronic connections between rooms, in hallways or outside buildings between windows.

### Unauthorized Assignment

Residence students are strictly prohibited from subletting, lending, or sharing their accommodation with another person unless they have obtained prior written authorization from Residence. It is mandatory for students to reside in their assigned space for the entire duration of their contract, unless any exceptions have been approved by Residence. Additionally, residents are not allowed to switch rooms with another resident unless they have obtained explicit permission from Residence.

### Unauthorized Commercial Use of Space

Students are not permitted to use any space or service in Residence for commercial purposes unless approved by Residence. Commercial purposes are described as any profit-driven activities. This may include promoting goods or services and/or hosting events intended to promote goods and sell goods. This definition does not include residents who are working from home for their employer.

## **APPENDICES**

Appendix I	UNB Student Services: Residence Contact
Appendix II	Useful Contact Information Fredericton
Appendix III	Useful Contact Information Saint John
Appendix IV	Student Damage Cost Guide-Student Services

## APPENDIX I: UNB Student Services: Residence Contact

The Residence department has an overall responsibility for the UNB Residence Community and concentrates on physical facilities, academic, administrative, and quality of life issues and policies with the objective of providing a quality residence experience in a strong academic environment.

### RESIDENCE STAFF:

#### Administrative Staff:

- Darcy Mazerall ([dmazeral@unb.ca](mailto:dmazeral@unb.ca)) Residence, Magee House & Residence Facilities Administrator Fredericton
- Jamie Younker ([jamie.younker@unb.ca](mailto:jamie.younker@unb.ca)) Residence Administrative Coordinator Saint John
- Amy Allen ([amy.allen@unb.ca](mailto:amy.allen@unb.ca)) Receptionist
- Faith Slipp ([faith.slipp@unb.ca](mailto:faith.slipp@unb.ca)) Financial Administrative Coordinator

These full-time support personnel above are the first (and often best!) resources when visiting or contacting Residence. They also support the House Teams who deal directly with students on day-to-day issues. All are extremely capable in their respective areas and have a wealth of knowledge about residence and UNB in general.

#### Manager, Residence Administration

- Brittany Flowers ([brittany.flowers@unb.ca](mailto:brittany.flowers@unb.ca))

A professional responsible for the leadership and management of the Residence Administrative area including front desk services, marketing, communication, applications, room assignments, and student residence accounts and billing.

#### Residence Coordinators:

- Steven McCluskey ([Rlc.steven@unb.ca](mailto:Rlc.steven@unb.ca)) – Residence Life Coordinator
- Matt Lucas ([matt.lucas@unb.ca](mailto:matt.lucas@unb.ca)) – Residence Community Standards Coordinator

Full-time professionals responsible for day-to-day Residence Life matters within the UNB Residence Community including but not limited to training, programming, conduct and support of student leaders.

#### Director, Residence

- Sabrina Short ([sabrina.short@unb.ca](mailto:sabrina.short@unb.ca))

A professional responsible for the leadership, management, and development of the Residence Life area including support for the Residence Coordinators, student leadership training, student conduct, and residence wide educational and social events.

#### Residence Facilities Staff

- Jeff Budaker ([Jeff.Budaker@unb.ca](mailto:Jeff.Budaker@unb.ca)) Residence Facilities Manager
- Residence Cleaners

#### Senior Director, Residence

- Cory Brown ([cory@unb.ca](mailto:cory@unb.ca))

A professional responsible for the leadership, management, and development of both general (unit-wide) and specific (Residence Life, Residence Facilities, and Residence Admissions/Assignments) residence areas. In addition, the Senior Director is responsible for residence capital planning and projects, food service, residence staff training and professional development.

## APPENDIX II - Useful Contact Information Fredericton

DEPARTMENT/UNIT	TELEPHONE #	EMAIL
Residence Administration	453-4800	<a href="mailto:resadmin@unb.ca">resadmin@unb.ca</a> <a href="mailto:mageehouse@unb.ca">mageehouse@unb.ca</a>
UNB Security	453-4830	<a href="mailto:security@unb.ca">security@unb.ca</a>

## APPENDIX III- Useful Contact Information Saint John

DEPARTMENT/UNIT	TELEPHONE #	EMAIL
<b>RESIDENCE OFFICE</b>		
Residence Administration	648-5755	res@unb.ca
Residence Assistant On-Duty	650-4639	
Residence Life Coordinator	648-5538	
UNB Saint John Security	648-5675	securerj@unb.ca

#### APPENDIX IV Student Damage Cost Guide-Student Services

The following table lists the cost to repair residence room items. This is not an exhaustive list. Any common items damaged in a room (window, screen, door) will be split and billed equally to both roommates unless we have been made aware IN ADVANCE of the student's leaving, that the damage is attributed to only one person (both roommates must agree). Any damage to a student's personal items (bed, desk, closet) will be billed to the student responsible.

**IMPORTANT NOTE:** All rooms must be left clean and free from any garbage. All garbage must be bagged and disposed of in the outside disposal bins: please do not use lounge garbage bins! If any garbage is found in the rooms (loose, bagged, or otherwise) a removal and cleaning charge will be assessed and charged to the student's account.

Residence Room Item	Type of Damage	Cost (item replacement and/or staff labour)
Cleaning (Additional)	Billed Hourly (minimum of 1 hour)	\$45.00 per hour
After Hours Call-In	clean up mess, vandalism, damage etc.	To be charged to student per UNB's cost (time and material).
Room Door Locks	Replaced or repairs (broken, plugged, etc)	Minimum \$60.00 plus cost of material
Lock changes	Key replacement Building Suite and/or Room Mailbox/key card	\$135.00 \$40.00 \$20.00
Door Number Signs	Broken or Missing	\$35.00
Fire Safety Board (back of room doors)	Broken or Missing	Cost to Replace + \$500.00 Fine
Walls and ceilings	Repair / paint / replace tiles	Time and material (minimum \$150 charge)
Walls and ceilings	LED adhesive strip repair	Time and material (minimum \$150 charge)
Garbage	Garbage Can Not Emptied	\$35.00 fine
Towel Rack	Broken or Torn Off Wall	\$35.00
Mirrors (rooms)	Broken or Missing	\$80.00 to \$125.00
Furniture (chairs, desks, garbage cans, dressers, wardrobe etc)	Repair or replace	Actual Cost to Repair or Replace; minimum of \$50.00 + fine of \$35.00
Door Closers	Removed or tampered with	Cost of Repair + \$500.00 Fine
Door or Hallway Sign	Damage or Removal (whole or part)	Cost of Repair/replacement (minimum \$50 charge plus replacement costs)
Windows	Replacement / Damage	\$150.00 minimum up to \$575.00 (replacement)
Window Screens	Replace/Damaged	\$50.00 minimum charge to repair and \$150 for full replacement
Desk Lamps	Damaged	<b>\$60.00</b>
Bulletin Boards	Replacement	\$60.00
Lights	Broken or missing covers	\$90.00 minimum charge

Bed Mattress	Reassembly of bed frame	\$55.00
	Replacement (Extended Twin 36 x 80)	\$280.00 plus \$80 labor
	Replacement (Full Double; 53 x 75)	\$350.00 plus \$80 labor
Peephole	Reinstall / Broken / Damaged	\$45.00

ITEMS NOT ON THE LIST BELOW WILL BE CHARGED AT UNB's COST.

**PLEASE NOTE: THESE PRICES ARE APPROXIMATE AND SUBJECT TO CHANGE TO REFLECT THE EXTENT OF ACTUAL DAMAGE**

NOTE: ALL DAMAGES ATTRIBUTED TO ROOM OCCUPANTS IS OPEN TO AN ADDITIONAL DISCIPLINARY FINE WHICH WILL BE CHARGED TO THE STUDENTS UNIVERSITY ACCOUNT

The following table lists the cost to repair common area items. This is not an exhaustive list. All damaged common area items will be billed directly to the house committee unless an individual takes responsibility.

Common Area Item	Type of Damage	Cost
Sinks, Shower Arms, Toilet Seats, Soap Dishes, Toilet Seats, Toilets, Paper Towel and Toilet Paper holders, Cubicle doors, Mirrors	Cost to replace or repair	Minimum \$75 plus cost of material
Lounge Furniture and Equipment (including Kitchenette)		Cost to Replace or Repair (Minimum \$150)
Lights	Broken or missing	\$80.00 minimum charge depending on type of light
Water Fountain	Plugged / Damage to Spout	Cost to Replace or Repair
Vending Machine	Damage / Theft	\$500.00 Fine
False Fire Alarm		\$500.00 Fine
Fire/Emergency Door Alarm		\$500.00 Fine
Damage/Tampering with Security Cameras		\$500.00 Fine
Failure to exit building during a fire alarm		\$500.00 Fine
Washers / Dryers	Damage to Panels, etc	Cost of repair (minimum \$150.00) plus \$250 Fine
Fire Extinguishers	Missing / Illegal Use	\$500.00 fine
Damaged sprinkler heads	Water	Cost of remediation plus \$500 Fine
Bulletin Boards	Replacement	\$80.00
Shower Curtains	Replacement	\$50.00
Internet/WiFi modems	Cost to replace or repair	\$249.99
Ignite Internet/WiFi modems	Cost to replace or repair	\$189.99
Ignite TV Boxes	Cost to replace or repair	\$109.99
Remotes	Cost to replace or repair	\$25.00
Summer storage fee		\$250.00
Removal/Disposal fee		\$300.00

## Residence Mature Student and Family Housing Contract Acceptance Page

This Contract is a legal document between students living in Residence and the University of New Brunswick (specifically Residence). The Contract represents the University's commitment to provide the listed services and facilities to students, in consideration of fees paid by the student. The student signing this Contract is promising that his or her conduct will not be in violation of any of the conditions or regulations noted in the Contract and acknowledges that sanctions will be imposed because of violations. **Please take special care to note that the student signing the Contract is also committing to live in Residence and pay rental fees from the beginning date of the contract until the contract end date.**

**Every student offered a suite in Residence is expected to read the Residence Mature Student and Family Housing Contract thoroughly before signing it.** They must be certain that they are prepared to accept and adhere to the regulations included and that living in Residence is the best personal choice for them. This decision will depend upon personal objectives and lifestyle preferences. Persons choosing to live in Residence must be prepared to accept academic endeavour as a priority and to appreciate that the number of people living in Residence and the physical nature of the buildings and environment require that these rules and policies will be enforced by the appropriate authorities within the community. It is highly recommended that every student purchase Contents Insurance to cover all their personal belongings while living in a residence apartment.

**This is a legal document. Please read it with care and ensure that all its provisions are understood. If you have any questions or concerns, please contact Residence for explanation or clarification.**

- I acknowledge that my name and Residence address information may be provided to the agency responsible for the creation of voter lists for any municipal, provincial, or federal election.
- I acknowledge, and agree, as a condition of living in Residence, to abide by the terms described in the Residence Mature Student and Family Housing Contract and by the directions of the University and Residence.
- **I acknowledge that Residence, will, from time to time, communicate important information concerning the enforcement of the terms of this Contract by means of e-mail messaging addressed to my UNB email account with the University, alternate email address provided or by post.** I further acknowledge my responsibility to promptly read and respond appropriately to such e-mails and communications.
- I accept an apartment and by acknowledging this Residence Family Housing Contract, which I have read and understood, agree to abide by the terms of the Contract. Violation of any of these terms may result in the termination of the Residence Family Housing Contract.

### Primary Resident Information

Printed name

Signature of Resident

Date

### Secondary Resident Information

Printed name

Signature of Resident

Date

### Tertiary Resident Information

Printed name

Signature of Resident

Date

### Residence Administrator

Signature

Date