

Student Housing

Community Agreement 2026/27

CASTLEGAR & NELSON



Effective July 2026

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Land Acknowledgement

Selkirk College acknowledges the traditional territories of the First Nations of the West Kootenay and Boundary regions: the Sinixt (Lakes), the Syilx (Okanagan), the Ktunaxa and the Secwépemc (Shuswap) Peoples. The mountains, rivers, lakes and lands of these territories have sustained life and human communities since time immemorial. Learning and education have been part of this land for millennia.

Selkirk College is grateful to the keepers of these territories where we live and learn, and the wisdom and beauty that surround us. Selkirk College is honoured to work with an engaged and proud Métis community who make the West Kootenay and Boundary region their home. We honour and celebrate the values, cultures and ways of knowing that all Indigenous learners bring to Selkirk College.

Welcome to Selkirk College Student Housing



Selkirk College Student Housing is a purpose-driven community designed to support student success. Our goal is to cultivate a respectful, inclusive and supportive living environment where open communication, mutual respect and personal responsibility help students thrive academically and personally.

Each student housing room has a private entrance, providing personal space and independence. Shared washrooms offer opportunities to build communication skills, adaptability and consideration for others while living in community.

Preparing for college involves more than attending classes. Before moving, we encourage you to build confidence in everyday life skills such as preparing meals, doing laundry, cleaning shared spaces and practicing open and respectful conversations—even when discussing challenging topics. These everyday skills will help you transition more smoothly, feel more confident and contribute positively to the community.

As a community member, you play an important role in shaping the housing experience. By choosing to live in Student Housing, you agree to follow the guidelines set out in this agreement. Please take the time to read it through. It's full of helpful information designed to prepare you for a successful and enjoyable student housing experience.

Student Housing Community Agreement

This Student Housing Community Agreement and Contract represents a legal and binding commitment between you, your community members and the land we share. We encourage you to read the agreement fully to ensure you understand our mutual commitments and shared responsibilities.

As a community member living in student housing, you commit to honoring the agreements outlined here, all applicable college policies and all local, provincial and federal laws.

Student Housing Terms and Expectations

Students enrolled at Selkirk College with a minimum 50% course load are eligible to apply for student housing. Full-time students receive priority consideration. Students enrolled in less than 50% of a course load may request permission from the Student Housing Office to join the community.

All applications are reviewed with consideration of:

- Application date
- Distance from home community
- Applicable Selkirk College policies
- Previous conduct history that may affect a student's ability to meet the expectations of the student housing community

Offer and Acceptance

Your Student Housing offer will outline your arrival date, departure date and assigned space type. To accept this offer, you must read the Housing Agreement in full and return the signed Housing Contract by the specified deadline.

If the signed contract is not received by the designated date, the offer will be withdrawn and extended to another student.

Damage Deposit

A \$400 damage deposit is required by the date outlined in your offer. The deposit will be returned within 4-6 weeks after you move out, provided no charges for damage, cleaning, fines or other community-related costs have been assessed.

Room Assignments and Relocations

Occasionally, the college may reassign students to different rooms or floors to support our community's needs. Students who apply to extend their student housing agreement beyond their original contract may be assigned to a different room or location (including another building or campus). Continued occupancy outside the contracted period, including the summer months, is not guaranteed. Any extensions must follow the process outlined in the [Contract Renewal and Fob Access](#) section of this agreement.

Contract Periods

Housing offer dates are based on standard 4-month or 8-month terms, corresponding to the Fall and Winter academic periods. For shorter-term housing, specific dates and rates will be outlined in your individual offer.

Some academic programs may not follow standard academic term schedules. If your program spans two terms but doesn't align with full housing terms (for example, October to February), housing contracts will still follow established housing term start and end dates. To remain eligible for housing, students must sign a new contract and pay all applicable fees before the start of the Winter term in January. Spring/Summer term stay requests require submission of a new housing application.

Winter Break

Student housing facilities close during the winter break. Housing remains open only for students continuing into the winter term who have:

- Submitted a written request to stay during the break
- Received written approval from the Student Housing Office
- Ensured their housing account is up to date with no outstanding balance
- Paid the \$250 winter break housing fee
- Followed all instructions in the [Contract Renewal and Fob Access](#) section
- Signed a new housing agreement to maintain fob access

Staying in housing without meeting these requirements will be addressed through the Community Conduct and Care Process.

During the winter break, food services, custodial services and routine maintenance are reduced or unavailable. Students with mobility challenges are encouraged to contact the Housing Office in advance as snow removal and pathway salting may be limited. Advance notice helps us respond accordingly.

Spring/Summer Housing (May–August)

Students enrolled in Spring/Summer courses who wish to stay in student housing must submit a Summer Housing Application. The Housing Office will share application details and deadlines midway through the Winter Term. To apply, students must complete the application process and pay the \$50 application fee.

The Student Housing Office will confirm room assignments for the Spring/Summer term. Students may be required to move to a different room or building within the same housing community. Students who have completed their studies but plan to remain locally for employment or other reasons may apply for short-term accommodation, subject to availability.

Contract Renewal and Fob Access

Students approved for eight-month (Fall/Winter) housing or housing that spans multiple terms, Fob access expires at the end of the first housing term. To maintain access in the next term, students must:

- Ensure their housing account is up to date with no outstanding balance
- Sign a new housing agreement

Fob access will be reactivated once these requirements have been completed.

Room Condition Form

The Room Condition Form provided at move-in protects you from being responsible for pre-existing damage or cleanliness concerns.

The completed form, noting any issues you observe, must be returned to the Student Housing Office within 24 hours of moving in. Take time to carefully inspect your space and note any existing issues as it serves as the official record and will be used during your move-out inspection.

If additional cleaning or repairs are needed after you move out and the issue was not documented on your Room Condition Form at move-in, a rate of \$50 per hour may apply for the time required to complete the work.

Housing Fees and Payment

Students applying for student housing must complete an application form and pay a \$50 fee.

- Application fees are non-refundable
- Housing fees for each academic term are due six weeks before the arrival date or the start of the term, as outlined in the housing offer.
- Students waiting for funding may request a payment deferral. Contact the Student Housing Office before the payment deadline to discuss available options.
- If payment is not received by the deadline and arrangements for an approved alternative hasn't been made with Student Housing, the housing contract may be cancelled.
- Unpaid housing fees may result in a hold being placed on the student account. This may affect the student's ability to register for classes, access transcripts or remain eligible for future housing.
- Damage deposits are refunded after a move-out inspection, less any outstanding charges for cleaning, housing fees, damages or vandalism related to the student's room or shared spaces.
- If damage or vandalism occurs in a shared space, repair costs may be shared among community members of the affected area or building.
- Damage deposit refunds are typically processed within 4–6 weeks.

Rental Rate Adjustments

Selkirk College reserves the right to adjust housing rental fees. Students will receive at least two months' written notice before any fee changes take effect.

Payment Options

To view your account, log in to your account at: <https://erp.selkirk.ca/srs/mystudentrecord.htm>.

You can review your balance and pay your student housing fees through this portal. For more payment options, visit: [How to Pay | Selkirk College](#)

Housing rental fees are payable by academic terms. Early departures in December and April are not eligible for refund.

Student Housing Refund Policy

Refund Eligibility Before Move In

Students who are not admitted to Selkirk College must notify the Student Housing Office directly, as Student Housing is not automatically informed of admission decisions. All notices to Student Housing must be submitted in writing via email to the Student Housing Office. Verbal notice, including telephone or in-person communication, is not considered official notice for the purposes of this agreement.

Room rental fees will be refunded, less a \$100 cancellation fee, if one or more of the following conditions apply:

- Notice of cancellation must be submitted to the Student Housing Office at least two months before the first day of the month in which the cancellation takes effect.
- The student is unable to accept the room assignment for medical reasons and provides appropriate documentation. Written notice must be received before August 15 or December 15
- Student Housing can reassign the room to another student

Students who do not pay the required fees or provide written confirmation to cancel their room assignment by the deadline in their housing offer may have their room assignment cancelled.

Administrative fees may apply if one or more of the conditions outlined in this section are not met. Where applicable, the damage deposit may be forfeited.

Refund Eligibility After Move-in

Room rental fees will be refunded, less a \$100 cancellation fee, if one or more of the following conditions apply:

- Written notice of cancellation is provided to the Student Housing Office at least two months before the first day of the month on which the cancellation takes effect.
- Departure is due to medical reasons, supported by appropriate medical documentation
- Student Housing can reassign the room to another student
- A student withdraws from their program or becomes academically ineligible for enrolment. Housing fees will be charged only up to the effective date of withdrawal or ineligibility. Students are asked to notify Student Housing in writing as soon as possible and are required to move out by their effective withdrawal or ineligibility date.
- The student becomes ineligible to study in Canada due to loss, denial or expiry of a study permit
- The student is approved for academic placement, including co-op, practicum, or exchange opportunities authorized by the college

Moving In

Before You Arrive

Before arriving in Student Housing, please ensure you have completed the following:

1. Submitted the signed housing contract and paid the damage deposit.
2. Submitted your completed Student Housing identification card and parking information.
3. Paid fees in full or have a written confirmation of an approved fee deferral from the Housing Office, including a signed promissory note on file.
4. Completed the assigned in person or virtual [Sexualized Violence Prevention and Response Training](#)
5. Provided an emergency contact for your Student Housing file

Move-in Dates

Students are welcome to move in on the official move-in date as stated in their housing offer. The Student Housing Office will provide a designated move-in date and time for arrival. Please wait for this confirmation before making or finalizing travel plans.

Early Arrival Requests

Early arrival depends on availability and requires prior written approval from the Housing Office. An early arrival fee will apply. Students arriving early without approval may need to find alternative accommodation until their scheduled move-in date. If we can accommodate you, an administrative fee up to \$150 may apply plus \$60 nightly until your scheduled move-in.

Late Move-in

If you are delayed and expect to arrive after your assigned move-in date and time, please provide the Student Housing Office with written notice. We understand situations arise and we're here to support you.

If we don't hear from you within five business days after your move-in date, your housing offer may be subject to cancellation to offer your space to another student on the waitlist.

Orientation and Community Floor Meetings

Students are invited to take part in mandatory orientation and community meetings. These gatherings are designed to offer support as you settle in, connect with fellow community members, learn about student housing expectations and available resources. It is also an opportunity to meet the Student Housing employees and help create a community environment that feels safe, respectful and welcoming.

Community Values and Expectations

Selkirk College is committed to maintaining standards that ensure a physically safe environment while fostering opportunities for personal and academic growth. The development, revision and honoring of these standards is a shared responsibility between Selkirk College, Student Housing employees and community members.

Living in Community

Student Housing is a shared community built on mutual respect, shared responsibility and appreciation for diverse needs and experiences. By being mindful of our impact on others, communicating respectfully and balancing social activities with study and rest, we help create a supportive, inclusive and positive community. As members of an academic community, it's important to prioritize study, rest and respect for others while embracing our shared responsibility to create a supportive, inclusive and restorative living environment. This means being mindful of the impact our actions have on others, communicating openly and respectfully and recognizing the diverse experiences, backgrounds and needs that exist within our community.

All community members are required to contribute to a positive living experience by:

- Caring for your personal and shared spaces with respect and consideration
- Communicating concerns and working collaboratively to support community well-being
- Keeping noise at levels that honour others' needs for rest and study, including quiet hours
- Treating Student Housing employees, Community Advisors and fellow community members with courtesy and respect
- Taking responsibility for the impact of their actions on others and the broader community
- Recognizing and celebrating the diversity of our community

When each of us takes responsibility for our actions and considers the needs of others, we help create a community where everyone can live, learn and grow successfully.

Indigenous Cultural Space Access

Indigenous Cultural Spaces are available in the Silver King and Castlegar student housing buildings to support Indigenous students in cultural, spiritual and community activities.

Students who wish to use these spaces are invited to complete an orientation through Indigenous Services. This orientation honours Indigenous ways of knowing and being, moving at a respectful pace and acknowledging that each person arrives with their own lived experiences and history.

During the orientation, students will learn about the purpose of this space, the cultural protocols that guide its use and the expectations for upholding a safe, respectful and supportive environment. Access procedures will be explained. Once orientation is complete, approved access will be coordinated through the Student Housing office.

For more information or to schedule an orientation, students may contact [Indigenous Services](#).

Mutual Respect and Shared Responsibility

Student Housing is a shared community built on mutual respect, personal responsibility and collective care. Daily interactions shape the experience for everyone. We recognize that living in a shared environment can be challenging, and you do not need to navigate those challenges alone. Student Housing employees and Community Advisors are available to support students in identifying solutions and resolving concerns in a positive and respectful manner.

We encourage consideration of others' feelings, safety and wellbeing. A thriving community is built through open communication, mutual respect and a shared commitment to creating an inclusive and supportive living environment.

Noise and Quiet Hours

Shared living requires understanding, communication and adaptability to different lifestyles and routines. Reasonable levels of noise are a normal part of living in student housing. Students are expected to keep noise at a level that does not unreasonably interfere with others' ability to study, sleep or enjoy their living space. Consideration Hours are in effect 24 hours a day, 7 days a week. Noise that extends beyond a room, suite, or building and unreasonably disrupts other community members may be addressed by the Community Care and Conduct Process.

Examples of unreasonable noise include:

- Playing music, television, or other audio at a volume that can be heard in surrounding rooms or common areas and disrupts others.
- Shouting, yelling, or engaging in loud conversations that disturb other community members.
- Repeatedly slamming doors, walls, furniture, or other objects.
- Using speakers, subwoofers, musical instruments, or gaming systems in a manner that disturbs others.
- Continuing a noise-producing activity after being asked to reduce the volume by another student or Student Housing employees.

Quiet Hours:

- Sunday–Thursday: 10 pm–8 am
- Friday–Saturday: 12 am–8 am

During exam periods, 24-hour quiet hours support everyone's academic success.

Community Response to Sound Concerns:

- First instance: Gentle reminder and educational conversation
- Repeated or ongoing concerns: Written communication and assessment under the Community Care and Conduct Process, including the possible assignment of points.

Safety, Security and Access

Creating and maintaining a living environment that supports safety, wellbeing, dignity and belonging is a shared responsibility between community members, Community Advisors, Student Housing employees and Selkirk College. The following expectations are intended to promote community safety, protect access to Student Housing spaces and support a respectful and secure environment for everyone.

Emergency Contact Information

Students are required to provide an emergency contact as part of the housing application process and to keep this information current throughout their time in Student Housing. Student Housing may contact the designated emergency contact where there is a reasonable need to do so to support the safety of the student or others and in accordance with applicable privacy legislation.

This may include situations such as:

- Serious injury or medical emergency
- Situations where emergency services have been involved
- Significant concerns for a student's personal safety or wellbeing, including mental health crises
- Situations where a student may be unable to care for themselves safely
- Concerns about a student's ability to safely remain in student housing

Wherever possible, Student Housing will seek to inform the student prior to contacting their emergency contact. However, in urgent or high-risk situations, contact may occur without prior notice where necessary to reduce the risk of harm.

Prohibited Items

The following are prohibited at Selkirk College and in Student Housing:

Fire and Electrical Safety:

- Air conditioners
- Personal freezers
- Small cooking appliances (toasters, air fryers, hot plates, microwaves) in personal rooms
- Space heaters (unless provided by the college)
- Unauthorized electrical equipment
- Live Christmas trees
- Fireworks
- Candles

Community Safety:

- Firearms (regardless of licensing), weapons, or replicas
- Explosives
- Flammable liquids and gases
- Items used for illegal activities
- Exterior radio/satellite equipment
- Pets or laboratory animals (except authorized service animals)
- Personal BBQs

Items not Permitted in Shared Spaces:

- Additional furniture or fixtures
- Large musical instruments, PA systems, subwoofers
- Alcohol, cannabis, or other substances

Room Access and Entry

Authorized personnel of the college may enter rooms when necessary for:

- Completing maintenance repairs and care work.
- Conducting scheduled health and safety room checks.
- Cleaning of rooms where additional cleaning is required following health and safety checks, with associated charges applied at \$50/hour where applicable.
- Reasonable concerns for a student's immediate health, safety or wellbeing.
- Addressing concerns including flooding, open flames, smoke, or fire hazards etc.
- Providing access to emergency responders.
- Investigating and addressing possible concerns about the Housing Agreement.

Wherever reasonably possible, Student Housing Office will provide at least 24 hours' notice. When Selkirk College employees or contractors enter a space, they will knock several times, wait respectfully and identify themselves before opening the door, honoring your need for safety and dignity.

Key Fobs and Building Access

To maintain a safe and secure living environment, students are responsible for always safeguarding their keys/fobs, including:

- Keeping room and bathroom doors locked
- Never sharing keys/fobs with others
- Not propping doors open
- Not allowing strangers into the building

Room Lockouts

Tenth Street Student Housing:

- If you accidentally leave your keys in your room, visit the housing office to have your room unlocked.
- Repeated lockouts may result in follow-up conversations through the Student Housing Community Care Process.

All other Student Housing Buildings:

- Room lockouts should only occur if your keys are lost, as rooms with fob access require keys to lock the doors.
- If you are locked out, it is assumed your keys are missing, and replacement keys are required.

Building Access

If you are locked out of your building:

- During office hours: Contact the Housing Office
- Evenings, weekends or Holidays: Contact the Community Advisor on duty

Lost Keys/Fobs

Report lost keys or fobs to the Student Housing Office immediately for everyone's safety. Lost items that are not reported may be treated as unreturned and charges may apply. A replacement fee of \$25 per lost key will be charged to the student's account.

Smoke-free and Vape-free Environment

Smoking and vaping are permitted only in designated outdoor areas located at least 25 meters from building entrances and away from walkways and balconies. Use designated areas and dispose of materials in provided receptacles.

Smoking or vaping any substance inside a Student Housing building, including student rooms, is prohibited and will result in automatic forfeiture of the student housing deposit and may lead to recommendations for eviction. To avoid ambiguity regarding use in shared spaces, all smoking and vaping devices are best stored out of reach.

Fire Safety in Shared Kitchens

- At Silver King and Castlegar Student Housing, kitchen doors must always remain closed.
- Always use the kitchen exhaust fan while cooking. It helps manage heat, steam and smoke and supports a more comfortable environment for everyone.
- Use low to medium heat whenever possible, especially when frying food or cooking with oils.
- If smoke builds up while cooking, lower the heat and increase ventilation by opening windows.
- Tampering with, covering or disabling smoke detectors or other fire safety equipment is prohibited and may be treated as an Immediate Safety Concern.
- Never leave cooking unattended. Stay in the kitchen whenever a stovetop burner is on. Unattended cooking may result in action through the Community Care and Conduct Process or addressed by putting Interim Safety Measures in place for space use.
- Keep combustible items, including paper towels, dishcloths and packaging, away from stovetops and other heat sources.

The following appliances are **for shared kitchen use only**:

- Microwave
- Air fryer
- Kettle
- Rice cooker
- Toaster or toaster oven
- Blender
- Sandwich press

Rights, Responsibilities and Supports

In addition to the rights, responsibilities and procedures outlined in the Student Code of Conduct, community members of Student Housing are subject to the rights and responsibilities set out below. The expectations in this Student Housing Agreement apply alongside the Student Code of Conduct and are intended to support a safe, respectful, inclusive and supportive living environment. As a member of our Student Housing community, you have rights that support your safety and wellbeing. Alongside these rights come responsibilities that help us care for one another and our shared spaces.

Fundamental Rights

A student's fundamental rights are upheld to the point at which they present a risk of harm to themselves or others.

In this context, every student has the right to:

- Physical, emotional and spiritual safety in your student housing environment. You have the responsibility to report concerning behavior, property damage, or safety concerns to the Student Housing Office or Community Advisors.
- A reasonably quiet environment for studying, resting and self-care. You have the responsibility to respect others by keeping your voice and music at levels that honor community needs, especially during designated quiet hours.
- Reasonable privacy and personal space.
- Choose your means of recreation, spiritual practice and cultural expression.
- Support and assistance from Community Advisors, Student Housing employees and college employees.
- Be treated with consideration and respect, regardless of your background, identity, or circumstances.

Fundamental Responsibilities

Every student is responsible for:

- Communicating your needs about rest, studying and visitors to your housemates with honesty, care and respect.
- Knowing and following Federal, provincial and municipal laws, including those about alcohol and controlled substances.
- Reaching out for help when needed and to actively participate in finding solutions.
- Treating all people with dignity and to foster an inclusive, welcoming community.
- Checking and responding to your student email regularly for important community communications.
- Making reasonable efforts to communicate with the Student Housing Office and participate in resolution processes when concerns arise.

Community Advisors

Community Advisors (CAs) are student employee members who help support a safe, respectful and connected student housing community. Advisors serve as a primary point of contact for community members during evenings and weekends and are available to provide support, guidance, resource referrals and assistance with community concerns.

As part of their role, Community Advisors help uphold Student Housing policies and agreement standards, respond to safety or wellbeing concerns and support respectful community living. They work in collaboration with Student Housing employees to help address issues and concerns that arise within the community.

Each student housing building has a Community Advisor on duty after hours who can be contacted by cellular phone. The phone number is posted on the office door and at the main entrance to the building.

We recognize that community living involves ongoing communication and feedback. Students who have concerns regarding interactions with a Community Advisor are encouraged to contact the Student Housing Office or submit anonymous feedback through the [Housing feedback form](#).

Role of Community Advisors

Safety and Wellbeing:

- Maintains conditions that support personal safety and community security
- Actively promotes a sense of belonging and community connection
- Supports community compliance with the Student Housing Community Agreement
- Assists during fire evacuations, including supporting accountability procedures at designated muster points
- Assists during power outages by communicating updates to community members and supporting accessibility needs where appropriate
- Monitors electronically controlled doors during outages to help maintain safe access and building security
- Ensures the building remains safe and secure for all
- Promotes and supports compliance with Fire Safety in Shared Kitchen Spaces guidelines
- Contacts Security, the Student Housing Office, or emergency services, as appropriate, in response to urgent safety concerns, life-threatening situations, or security-related issues

Community Building:

- Acts as a positive role model and community supporter
- Helps foster a welcoming and respectful living environment
- Assists with move-ins and other community transitions
- Supports appropriate use of shared community areas
- Responds to community concerns and supports restorative conversations and conflict resolution processes in collaboration with Student Housing employees

Problem-Solving and Support:

- Connects students with appropriate services and resources
- Assists with key issues and lockouts
- Reports facility or space concerns and helps identify solutions
- Participates in restorative or community accountability processes when requested
- Assists Security and emergency responders as needed

Availability and Response:

- Remains available and accessible during assigned evening and weekend duty times
- Responds to after-hour concerns, assesses each situation and takes actions consistent with organizational training and protocols
- Tours the facility routinely during shifts to ensure community wellbeing

Care of Student Housing Property

Community members share responsibility for the care and general condition of all student housing spaces, including shared spaces used by multiple community members such as kitchens, washrooms, lounges, hallways and other communal areas as well as the furniture, fixtures, surfaces and dishware within them.

Students are expected to engage in behaviours that support the health, safety, dignity and wellbeing of themselves, others and to avoid actions that may cause harm, violate the law or negatively impact the broader community. This includes but is not limited to misuse of safety equipment or procedures, causing damage to property, entering private, locked or restricted areas without authorization and possessing items that are not permitted

Property Liability and Insurance

Selkirk College does not assume any responsibility for lost, stolen or damaged personal property from any cause. We require all students to have tenants' insurance, which can be obtained through a local insurance broker or by adding a rider to your family's tenant or homeowner policy. Ensure your policy includes liability coverage, which protects you and your family from injury or property damage.

Damage, Cleaning and Repair Costs

Selkirk College maintains Student Housing facilities and grounds. Students are responsible for any damage they cause.

Responsibility for damage, vandalism, or excessive cleaning will be determined using a balance of probabilities. Where responsibility can be reasonably established, the student(s) responsible will be charged the full cost of repair, replacement, or cleaning. Where individual responsibility cannot be reasonably determined, costs may be allocated to a room, floor, section, or building, as appropriate. Cleaning required beyond normal wear and tear may be considered damage or vandalism and may result in custodial charges of \$50 per hour.

To help avoid damage charges, do not use bleach or dyes for cleaning or make pinholes in walls. Instead, please use painters' tape or command hooks to hang items.

Students must not attempt to repair damage themselves, including wall damage such as holes or dents, as this may result in additional damage charges.

Room Modifications and Maintenance

Students must not make alterations or modifications to their rooms or shared spaces. This includes personal furniture and/or gaming equipment. All maintenance and repairs are completed by college maintenance employees or authorized contractors. Maintenance concerns must be reported in writing to the Housing Office as soon as possible.

Caring for Your Spaces

Shared spaces are spaces that are used by multiple community members, including kitchens, washrooms, lounges, hallways and other communal areas within Student Housing. Community members are expected to maintain the cleanliness and care of their rooms and shared spaces.

Following these standards supports health, safety and comfort for everyone. If you use shared space or items, please clean up and return everything to its place. When items are removed and not returned, or spaces aren't cleaned after use, it affects the whole community.

Personal Space

- Keep furniture, surfaces, windows and floors clean
- Store dirty laundry appropriately
- Maintain spaces free from odors indicating uncleanliness or mold
- Store food in sealed containers to prevent pests
- Keep floors clear and safe
- Empty garbage regularly

Washrooms

- Keep floors clean and free from debris
- Empty garbage regularly
- Clean toilet thoroughly including under lid and around base
- Keep counter, sink and mirror clean
- Maintain shower areas free from soap residue and debris

Shared Kitchen and Other Shared Spaces

- Wash and put away dishes after use
- Empty sink of food debris
- Keep refrigerator free from spoiled food
- Label all personal food items stored in shared refrigerators and cupboards
- Sort recycling properly with items rinsed clean
- Keep floors, counters and stoves clean
- Avoid leaving personal items such as computers, laundry, or other non-kitchen belongings unattended on countertops or in shared spaces
- Avoid incense and other strongly scented products as these can affect others; use scent free products when possible

Windows and Blinds

Please do not cover your windows or blinds with any other materials like blankets, towels, photos, flags, posters or signs.

Mattress Protection

Every room includes a mattress encasement and pad. Do not take these items. Remove, launder and fold mattress pad, then leave on your bed, prior to moving out. If not properly cleaned or missing, replacement or cleaning charges will apply.

Shower Curtain

If your room has a shower curtain, wash it by putting it in the machine with soap and hang it to dry. They are not dryer friendly.

Energy Conservation

Addressing energy use supports a sustainable future. We're working to reduce energy consumption and greenhouse gas emissions. Community members can participate by unplugging devices when not in use, turning off lights when leaving rooms, taking short showers, dressing in layers and leaving thermostats at default settings.

Composting

Composting is available on campus and in most student housing buildings. At the start of the term, there's a composting information session where you'll learn about green bins, acceptable materials and how scraps are composted right on campus.

Waste

Keep our community clean, safe and healthy by disposing of garbage in designated waste containers and outdoor dumpsters. Improper waste storage and disposal can attract wildlife and create safety risks. Dumpster keys can be signed out from the Community Housing Office. Concerns may be addressed through the Community Care and Conduct Process.

Recycling

Student Housing supports environmental sustainability through responsible recycling practices. Community members are expected to rinse and sort recyclable materials according to posted guidelines and place them in designated recycling receptacles. Accepted materials may include paper, cardboard, glass, metal cans and appropriate plastics, as identified in building-specific

Health and Safety Room Checks

To help maintain a safe, secure and comfortable living environment for everyone, the Student Housing office conducts monthly scheduled room checks. You'll receive written notice in advance, along with some helpful tips to prepare your space. You don't need to be present during the check, but if you would prefer to be there, you're welcome to contact the Housing Office to schedule a time.

If your room or shared washroom does not meet the room check standards, we'll provide guidance and a schedule a follow-up check. If improvement still hasn't occurred, custodial services may be arranged and cleaning fees added to your account.

Living in Student Housing

Student Housing Buildings and Amenities

Selkirk College Student Housing provides a range of amenities and services designed to support a comfortable and positive living experience. Across our student housing communities, students have access to features such as free Wi-Fi, shared lounges with TVs and games, vending machines, shared kitchens, washrooms and laundry facilities.

While these amenities are available across Student Housing, each building has unique features, including differences in room layouts, common and study spaces and the kitchen items and dishes provided. The Housing Office will provide students with specific building information prior to moving in.

Storage

Storage space is limited. Students should pack with the expectation that all belongings will be stored within their assigned room.

Bicycles may not be stored in rooms or pods. Tires, including seasonal tires, may not be stored in Student Housing.

Selkirk College is not responsible for lost, stolen, or damaged personal property.

Barbeques

Personal barbeques are not permitted. Shared barbeques are available at most buildings and can be signed out through the Student Housing Office.

Kitchen Kit Rental

Kitchen kits which contain dishes, utensils and other basic kitchen items are available for rent at \$50 per term or \$100 for the academic year. Please note that you're responsible for thoroughly cleaning all items and returning the complete kit at check-out.

Linen Rental

Bedding is available for rent at a cost of \$75 for the academic year, including sheets (flat and fitted), pillow and case, blanket, two bath towels and two face cloths. You're responsible for laundering and returning them to the Student Housing Office.

Laundry Room

Shared laundry rooms are available 24 hours daily. Payment is via card, QR code, or contactless mobile wallets. In buildings with paid laundry facilities, instructions for requesting a refund for incomplete or failed cycles are posted in the laundry room.

Vending Machine

Beverage and snack machines are available at all locations.

Wi-Fi

Free connection to Student-Selkirk Wi-Fi is available in all Student Housing buildings.

Note: Wireless networks do not work with gaming consoles. WPA2 or WPA3 enterprise authentication is required to connect.

Only campus-provided internet services are permitted; use of external internet service providers is not allowed unless explicitly approved by the Housing Office.

If Wi-Fi in your building is slow or not functioning, please contact the Housing Office for instructions on how to submit an IT service ticket

Parking and Site Maintenance

Parking

If bringing a vehicle, students must register with the Housing Office prior to arrival to receive a parking permit. There is no additional cost; however, permits are required for overnight parking.

Students and guests must not use electric vehicle (EV) charging spaces unless their vehicle is actively charging and eligible for use of those spaces.

Parking in accessible parking spaces without the proper permit, or in unmarked areas, impacts community safety and will be addressed through the Student Housing Community Care Process.

Parking Lot

The parking lots are considered part of Selkirk College premises. All college policies and the expectations outlined in this Community Housing Agreement apply within these spaces.

The examples below highlight some of the expectations most commonly relevant to parking lots and surrounding outdoor areas. They are provided for clarity and are not intended to be an exhaustive list:

- Noise, including loud music, must follow quiet hours and applicable bylaws. At all times, noise should not disrupt the student housing or nearby community.
- Smoking and vaping are not permitted within 25 meters of building entrances and may only take place in designated smoking areas.
- Safe driving is always expected. Behaviours such as speeding, excessive engine revving, or stunt driving (e.g., "donuts"), create unsafe conditions and are not allowed.

Parking lot related behaviour concerns are addressed through the Community Care and Conduct Process.

Snow Removal

Selkirk College Maintenance Department clears snow from the main walkways and main parking lots on campus. Areas around student housing buildings are maintained by students hired for snow shoveling. If there is an area that needs attention, please contact the housing office. An outside contractor maintains all housing parking lots, except during the Winter Break period. There may be times when vehicles will need to be moved to facilitate proper snow clearing.

Business Activities

Students may not operate a business or commercial enterprise from Student Housing premises without the prior express written consent of the Student Housing Office.

Pets and Service Animals

Aside from authorized service animals, pets aren't permitted in Student Housing, even temporarily. Guests may not visit with pets.

Service animals are welcomed with prior approval. Documentation must be submitted during the application process and written approval provided by the Housing Office. See Selkirk College Policy 4160 for information about animals on campus.

Welcoming Guests and Visitors

General Guest and Visitor Guidelines

- Guests must sign in and provide valid ID upon arrival for verification
- Unregistered or unattended guests may be asked to leave
- Hosts of unregistered guests may receive follow-up through the Community Care and Conduct process
- Guests who violate the Community Housing Agreement may lose visiting privileges
- Hosts are accountable for guest behaviour

When guest guidelines are not followed, Student Housing employees may engage community members through the Community Care Process.

Overnight Guests

To support a positive student housing experience and academic success, overnight guests are not permitted during the first two weeks of each term (community building period) and the final two weeks of each term (academic focus period).

Overnight guests are subject to the following conditions:

- Maximum of two consecutive nights per stay
- Maximum of four overnight stays per guest per month
- One overnight guest per student at a time
- Guests must stay in the host's assigned room
- The student hosting must always remain present with the guest

Overnight Guest Registration

All overnight guests must be registered before arrival. Visit the Student Housing Office during Office hours to register. A completed guest registration form is required, including all housemates' signatures.

High Traffic Gatherings and Special Events

For scheduled high-traffic events:

- Guest registration for Friday/Saturday evenings must be completed through the Student Housing Office (Sunday–Thursday prior to the weekend)
- A maximum of 25 guests may be registered per building for Friday/Saturday evenings (parents exempt)

Navigating Life with a Housemate

Living with a housemate is an opportunity to learn about yourself and others. It is important to understand your own needs and priorities, identify where you can be flexible and approach shared living with openness, respect and curiosity. Open and honest communication is the foundation of a positive housemate relationship.

We encourage you to connect with your housemate(s) early and discuss your preferences, expectations and boundaries. Having these conversations before concerns arise can help build understanding, prevent misunderstandings and create a positive living environment for everyone.

When challenges arise, address them early rather than hoping they will resolve on their own. Community Advisors are available to support conversations between housemates, facilitate discussions and help identify solutions. They are your first point of contact when concerns arise within your household.

Discussion Topics for Housemate Relationships

These conversation starters can help housemates get to know each other, establish expectations, build open communication and create shared agreements for living together.

Studying preferences

- Study Best: Room / Library / Background noise / Silence.
- Focus best with: Quiet / Music / Focus time
- Usually Study: Alone / With others / Depends

Habits and Lifestyle

- I prefer to: Cook / Order in / Meal prep / Eat out
- Alcohol: Drink / don't drink / Prefer not to be around it
- Schedule: Early riser / Night Owl
- Ok with: Music / TV / Noise at night / Quiet mornings
- Shower: Night / Morning

Privacy and Personal Space

- Need alone time: Sometimes / Often / Rarely / Never
- I'm: Private / Social / In between
- Spontaneous hangouts: Yes / No / Ask first

Communication and Conflict

- When something bothers me, I: Talk it out / Need time first / Keep it to myself
- I appreciate a housemate who will: Listen / Give space / Problem-solve / Support me
- Open to: Conversations / Boundaries / Check-ins

Friends and Guests

- I like to: Host / socialize / keep it low-key
- Friends are usually: Loud / Quiet / Respectful / Spontaneous
- Friends over: Often / Occasionally / Rarely
- Guests: Yes / No / With notice
- Overnight guests: Yes / No / Ask first
- Exam time: Quiet / No guests / Support
- Weekday/Weekend: Weekday only / Weekend only/ depends on situation

Cleaning and Responsibilities

- Cleaning works best when: Schedule / Clean as we go / Take turns
- Dishes: Right away / Daily / When the sink is full
- I prefer my space: Very clean / Tidy / Relaxed but not messy
- Responsibilities: Shared chores / Personal responsibility / Hiring a cleaner

Sharing

- Large items (TV, bike, etc.): Yes / No / Ask first
- Small items (food, clothes, supplies): Yes / No / Ask first
- Groceries and cooking: Share / Keep separate

Caring for Shared and Individual Spaces

Students share responsibility for maintaining the cleanliness of their room and adjoining shared washrooms. Housemates are encouraged to discuss cleaning expectations early and document agreements. Keeping shared spaces clean supports the health, comfort and well-being of everyone in the community.

Concerns related to cleanliness will be addressed through the Community Care and Conduct Process, with a focus on communication, education and support. Ongoing concerns may result in conduct points being assigned or cleaning fees being charged to the student's account.

Housemate Conflict Resolution Model

Most housemate concerns can be resolved through respectful communication and a willingness to understand different perspectives. Students are encouraged to address concerns early, before they become larger issues.

If a concern cannot be resolved at one step, it may move to the next level of support.

1. Direct Conversation: Discuss concerns directly with your housemate in person
2. Community Advisor Support: Community Advisor facilitates a conversation between all parties involved.
3. Student Housing Office Support: Student Housing employees facilitate a group meeting to explore possible resolutions
4. Student Services Support: The Assistant Manager, Ancillary Services facilitates a meeting and helps identify next steps.

Room Changes

Sharing a living space can be challenging, and a room change may seem like the best solution. However, room changes are not permitted during the first four weeks of your housing agreement. This room adjustment period allows students time to settle in and adjust to shared living.

Before requesting a room change, students are expected to make reasonable efforts to resolve concerns with their housemates. Students should review the [Navigating Life with a Housemate](#) section and discuss the topics used to develop housemate agreements.

Community Advisors and the Student Housing employees are available to support these conversations, offer mediation and help identify practical solutions. Students who continue to experience concerns after completing these steps should follow the [Housemate Conflict Resolution Model](#) and contact the Student Housing Office for further support.

After these efforts have been completed, students may submit a written room change request to the Student Housing Office. Requests are subject to availability. Approved room changes will incur a \$100 processing fee charged to the student's account.

Moving Out

Moving Out Expectations

The official move-out date is 24 hours after your final exam, as outlined in your housing offer. The Student Housing Office will provide move-out information and timelines before the end of the term.

Before moving out, students must confirm their move-out time with the Housing office to coordinate key return and formal check-out procedures.

Before departure, students must:

- Remove all personal belongings from their room and shared spaces, including kitchens
- Clean private spaces and shared spaces
- Wash the mattress pad and leave it folded at the end of the bed
- Ensure all dishes and shared kitchen items are cleaned and put away
- Lock room and complete the formal check-out process with the Student Housing Office

Failure to complete the move-out process properly or remaining in student housing beyond the agreement end date may result in additional fees.

Room Checks and Move-Out Responsibilities

Following move-out, the Student Housing Office will complete a room check comparing the condition of the space to the move-in condition form. Students are responsible for ensuring their private room and any shared spaces used are left clean and in good condition at the time of departure.

Students who wish to be present during the room check must submit a written request in advance.

Items left behind (including boxes, garbage bags, or personal belongings) may result in disposal fees being charged to the damage deposit.

Damage Charges and Deposit Refunds

Damage repair or cleaning beyond normal wear and tear may be charged against a student's damage deposit. Where damage or vandalism occurs in a shared space during and responsibility cannot reasonably be determined after review, the related costs may be shared among students in the affected area or building.

Damage deposit refunds, less any deductions for damage, vandalism, cleaning costs, or outstanding housing fees, will be processed within four to six weeks of move-out and issued by cheque. To avoid delays, students should provide a forwarding address before departure.

Late Move-Out Requests

Late move-outs are subject to availability and require prior written approval from the Student Housing Office. Any applicable fees will be confirmed at the time approval is granted. Extensions are typically charged a nightly fee of \$60 per night beginning 24 hours after a student's final exam.

Early Departure Notice

If students plan to move out before the end of their housing contract, they must provide written notice by email to the Student Housing Office. Please refer to the [Refund Policy](#) to determine whether you are eligible for a refund.

Forwarding Address

Before moving out, students are encouraged to provide a forwarding address to help ensure the timely return of any eligible damage deposit refund. Mail and parcels received after departure will be returned to the sender, as Student Housing is unable to forward items.

Community Care and Conduct Process

All student housing community members commit to:

- Upholding the expectations, guidelines and responsibilities outlined in this Agreement, as well as the Selkirk College Student Code of Conduct and all applicable College policies.
- Following the Student Conduct Rights and Responsibilities Procedures, including the Complaint Resolution and Appeal processes.

The Student Housing Community Care and Conduct Process operates alongside Selkirk College's [Student Code of Conduct](#). They are both designed to support a safe, respectful and inclusive living and learning environment. All students, guests and employees are expected to comply with this Student Housing Agreement, applicable college policies, and relevant laws while in student housing, at student housing-related events and in student housing-related communications. When concerns arise, Student Housing responds using an approach that emphasizes education, accountability, support and behavioural growth.

The Community Care and Conduct Process is administered by Student Housing employees and their designates.

Our Approach

Student Housing is committed to a trauma-informed, educational and relational approach. We recognize that students bring diverse experiences and may encounter challenges during their time in housing.

When responding to concerns, Student Housing is guided by the following principles:

- Community Responsibility—Creating a positive living environment is a shared responsibility.
- Student Wellbeing—Prioritizing the wellbeing of all community members.
- Understanding and Support—Understanding circumstances and connecting students with appropriate supports and resources.
- Accountability and Growth—Encouraging responsibility, learning and personal development.
- Restorative Approach—Repairing harm, rebuilding trust and relationships and strengthening community connections where possible.
- Respect and Inclusion – Fostering an environment where feel respected and supported
- Communication and Conflict Resolution – Supporting respectful communication and working with students to address concerns constructively, with guidance where needed.

Response to Concerns

In responding to concerns, Student Housing Employees and Community Advisors may:

- Meet with students to better understand the situation and its context.
- Discuss behaviour and its impact on individuals and the community.
- Connect students with appropriate support and resources.
- Facilitate conversations between affected parties.
- Implement or require safety or support-related measures where appropriate.
- Assign educational, restorative, or accountability-focused outcomes.
- Follow up to support positive behavioural change

Community Advisors may respond to concerns, provide peer support and connect students with Student Housing employees, particularly after hours.

Student Rights and Responsibilities

Students involved in the Community Care and Conduct Process have the right to:

- Be informed of concerns or allegations within the limits of privacy.
- Respond to information gathered during the process.
- Receive written communication outlining decisions, points and outcomes.
- Request a review or appeal decisions, points, or outcomes, in accordance with the Student Housing appeal process.

Students are expected to:

- Participate in the Community Care and Conduct process when requested.
- Communicate with Student Housing employees in a timely manner
- Engage with required outcomes, supports or follow-up measures
- Report concerns or behaviours that may pose a risk to the health, safety or wellbeing of individuals or the community to Student Housing employees or a Community Advisor

Failure to attend a scheduled meeting or respond to communication may result in a decision being made based on the information available.

Interim Measures

Student Housing employees may implement interim measures to support the safety and well-being of individuals or the community. Interim measures are temporary actions intended to address immediate needs and reduce potential risk while a concern is being reviewed. They are not findings of responsibility and do not imply that a violation of this agreement has occurred.

Interim measures are determined on a case-by-case basis and are limited to what is reasonably necessary to address immediate safety concerns. Student Housing employees will communicate expectations and timelines clearly and will review interim measures as needed.

Examples of interim measures may include:

- Room relocation or temporary change to living arrangements.
- No contact or communication restrictions.
- Restrictions on access to certain spaces, activities, or privileges.
- Temporary removal from Student Housing.

Student Housing remains committed to:

- Treating all individuals with dignity and respect
- Connecting students with appropriate supports and resources
- Working toward solutions that address safety, wellbeing and community impact.

Interim measures are not subject to appeal. However, any findings, assigned points, or outcomes resulting from the Community Care and Conduct Process will follow the applicable appeal process.

Conduct Decision-making, Points and Outcomes

Conduct Decisions

Conduct decisions are made using the balance of probabilities. This means that conduct decisions are based on whether it is more likely than not that an incident occurred.

The Student Housing Community Care and Conduct Process uses a cumulative 9-point system to support consistency, transparency and fairness. In addition to assigned points, educational opportunities, restorative actions, support plans, or other requirements may form part of the outcome. Outcomes are used to communicate the level of concern associated with behaviour and may impact on a student's housing contract, access to privileges and continued eligibility to live in Student Housing.

Each situation is assessed individually. When determining points and outcomes, Student Housing employees consider the overall context of the situation. Decisions are based on information available and the impact on individuals and the community.

Factors considered may include:

- The nature and severity of the behaviour.
- Impact on individuals, the community or college operations
- Whether the behaviour was repeated or part of a pattern
- Relevant personal circumstances that contributed to the situation.
- The student's response, including honesty, accountability and engagement in the process.
- Efforts made to repair harm, rebuild trust, or address community impact.
- Engagement with recommended support, resources, or follow-up actions.
- Compliance with previous outcomes, safety measures or expectations.

Point Accumulation and Outcomes

Points remain on a student's housing record for 12 months after they are assigned, unless otherwise specified. Points on record, as well as patterns of repeated misconduct, may be considered when determining eligibility for future student housing, including renewal or re-application.

While each situation is assessed individually, the following thresholds generally apply:

Below 9 Points:

Student Housing employees will engage with the student to:

- Discuss the behaviour and its impact.
- Review community expectations.
- Develop an accountability plan, which may include educational, restorative, or supportive measures.
- Communicate any required plans, expectations, or follow-up actions in writing.

9 or More Points:

Student Housing employees will review the students' continued eligibility to remain in residence.

Outcomes may include termination of the Housing Contract.

A single incident may result in 9 or more points where the behaviour is serious or has a significant impact on individuals, the community, or college operations.

Housing Contract Status and Termination

Student Housing employees may determine that a student is no longer eligible to remain in Student Housing based on accumulated points, the severity of a single incident, patterns of behaviour over time or behaviours that significantly impact the safety and wellbeing of the community.

When a Housing Contract is terminated, Student Housing employees will communicate the decision as well as a timeline to vacate the residence. The timeline will depend on the circumstances and may range from immediate removal to a short period to make alternative living arrangements.

Communication and Notice

Official notices and written communications related to the Community Care and Conduct Process will be sent to the student's official Selkirk College email account.

Housing Conduct Violations and Point Values

Low-impact Violations (Typically 2-6 Points per Violation)

Low-impact behaviours are those that may affect individuals or the student housing community but are generally less severe, isolated in nature and present a lower risk to community wellbeing or safety.

Student Housing will generally respond to these situations using an educational, supportive and restorative approach. For some first-time concerns, Student Housing may address the behaviour through conversation, reminders of community expectations, warning letters, educational measures or accountability plans without assigning conduct points.

The examples below are provided for guidance and are not exhaustive.

Substance Use and Related Behaviour

- Possession of open alcohol and/or consumption of alcohol in any space other than a private dorm room by individuals who are the age of 19 or older.
- Smoking or vaping in non-designated areas or within prohibited distances of entrances.
- Open possession or consumption of cannabis, vape products, cigarettes, or other permitted substances in Student Housing.

Disruption to Community Living

- Excessive noise that impacts others' ability to sleep, study, or enjoy their living environment.
- Excessive noise during designated quiet hours.
- Hosting or participating in a social gathering that exceeds occupancy limits or creates a minor disruption to the community.
- Failure to maintain reasonable cleanliness standards in shared spaces, including repeated failure to clean dishes or contribute to the upkeep of common areas.
- Behaviour that negatively impacts others' access to or use of shared spaces.

Failure to Meet Community Responsibilities

- Failure to follow overnight guest guidelines, overnight guest registration requirements, or general guest and visitor guidelines.
- Failing to follow reasonable directions from Student Housing employees or Campus Security.
- Failing to respond to requests to meet with Student Housing employees.
- Failing to provide requested confirmation that safety-related measures have been completed.
- Declining to engage in reasonable follow-up processes related to a conduct concern.

Respect for Others

- Failure to respect personal space, privacy, or interpersonal boundaries.
- Conduct that is unwelcome, disrespectful, or inappropriate toward another person and has a limited impact.
- Repeated behaviour that causes discomfort or negatively affects another person's living environment.

Property Respect and Care

- Minor damage to personal or common spaces.
- Misappropriation, relocation or removal of college property where the item does not create safety concerns or significant financial loss.
- Possession of college or municipal property that has been removed without authorization, including signs or common-area furniture.

Vehicle and Parking Conduct

- Parking in non-designated parking spaces.
- Vehicle-related behaviour that creates unnecessary noise or minor disruption to the community without creating a significant safety risk.

Prohibited Possessions

- Possession of prohibited items that do not present a significant risk to health, safety, or community wellbeing.

High-impact Violations (Typically 6-9 Points per Violation)

High-impact behaviours are those that pose a significant risk to the safety, wellbeing, or security of individuals or the student housing community. These behaviours may include conduct that is intentional, reckless, threatening, repeated, or otherwise create significant concern for community safety, security, college operations, or compliance with applicable laws.

Student Housing will respond to these situations promptly, with priority given to community safety, risk reduction and the protection of individuals and property. Interim measures may be implemented where necessary to address immediate safety concerns.

Points will typically be assigned for high-impact violations regardless of whether the behaviour is a first occurrence.

The examples below are provided for guidance and are not exhaustive.

Substance Use and Related Behaviour

- Possession of open alcohol and/or consumption of alcohol in any space other than a private dorm room by individuals who are under the age of 19.
- Purchasing, supplying, or providing alcohol to individuals under the age of 19.
- Behaviour related to substance use that creates a significant safety risk, disruption to others or undermines the safety and stability of the student housing community.
- Distribution or sale of illegal drugs or controlled substances.
- Repeated or significant violations of residence substance-use expectations.

Disruption to Community Living

- Hosting or participating in gatherings that create significant disruption to the community, require employee intervention, or result in safety concerns.
- Repeated low-impact violations demonstrate an ongoing disregard for community expectations.
- Behaviour that substantially interferes with the ability of others to safely live, study, sleep or access student housing services.
- Conduct resulting in significant disruption to college operations.

Respect for Others

- Discrimination, harassment, bullying, intimidation, stalking or threatening behaviour.
- Sexualized violence, sexual misconduct or non-consensual sexual activity.
- Physical violence, attempted violence or behaviour that causes reasonable fear for personal safety.
- Conduct results in significant emotional, psychological, or physical harm to another person.

Failure to Meet Community Responsibilities

- Refusing to comply with reasonable directions from Student Housing employees, Campus Security, emergency responders, or other college officials.
- Providing false, misleading, or intentionally incomplete information during the Community Care and Conduct Process.
- Interfering with, obstructing, or retaliating against individuals participating in a student housing process.
- Failure to comply with behavioural agreements, safety plans, interim measures, or previous conduct outcomes.

Property Respect and Care

- Significant damage, vandalism, or destruction of college property, student property, or community spaces.
- Theft, attempted theft, or possession of stolen property.
- Tampering with, removing, damaging, misusing, or activating emergencies, safety, or life-safety equipment.
- Activating fire alarms, water sprinklers, or other emergency systems without cause.
- Conduct results in significant financial costs, operational disruption, or property loss.

Vehicle and Parking Conduct

- Dangerous or reckless operation of a vehicle on college property.
- Behaviour that creates a significant risk to pedestrians, property, or community safety.
- Repeated vehicle-related misconduct despite previous intervention.

Prohibited Possessions

- Possession of prohibited items that present a significant risk to health, safety, or community wellbeing.
- Possession, use, or storage of weapons or weapon replicas in student housing or in vehicles.
- Possession of hazardous materials, explosives, flammable substances, or other items that create significant safety concerns.

Mental Health, Wellbeing and Community Safety

Student Housing is committed to supporting the wellbeing of all housing community members and recognizes that students may experience periods of stress, mental health challenges, or personal difficulty while living in student housing. Students are encouraged to access available campus, and community supports and to reach out when assistance is needed.

Student Housing operates within a shared living environment and is not a clinical or 24-hour support setting. As such, all community members must be able to live safely and participate in shared community expectations.

Where there are concerns related to a student's health, safety, or wellbeing, Student Housing employees may:

- Connect the student with appropriate supports and resources
- Require confirmation that a safety plan is in place and has been developed with an appropriate professional or service (Student Housing does not create or manage clinical safety plans)
- Implement check-ins or other temporary measures to support wellbeing and community safety

Students are expected to actively engage in agreed-upon safety or support measures where these have been identified as necessary for continued residence. Emergency contact information may be used as part of safety planning or in situations where there are urgent concerns about a student's health, safety or wellbeing. Wherever possible, Student Housing employees will seek to inform the student prior to contacting their emergency contact. However, in situations where there is an immediate or significant risk of harm, contact may occur without prior notice to reduce risk and support safety.

In situations where:

- A student's safety cannot be reasonably supported within the student housing environment, or
- There is significant impact on the safety or wellbeing of other community members, or
- A student is unable or unwilling to engage in required safety or support measures

Student Housing may determine that the living environment is no longer appropriate and may take steps up to and including ending the housing agreement. Where possible, Student Housing will work with the student to support transition planning and connection to appropriate resources.

Appeals Process

We recognize that students may wish to appeal decisions made through the Community Care and Conduct Process. The appeals process is intended to be fair, accessible and supportive while maintaining community safety and the integrity of Student Housing decision-making.

Right to appeal

Students may appeal any decision made through the Community Care and Conduct Process, except decisions or actions implemented as interim measures.

Appeals must be based on one or more of the following grounds:

- New information is available that was not reasonably available at the time of the original decision.
- A procedural error occurred that may have affected the outcome.
- The decision or outcome was unreasonable considering the information available at the time.

How to File an Appeal

Step 1: Submit a Written Appeal

Students must submit a written appeal that includes:

- A clear explanation of the decision being appealed
- The reasons the decision should be reconsidered
- Any new information or circumstances not previously considered
- Supporting documentation, if available

Step 2: Appeal Review

Appeals are reviewed by an appeal panel that may include:

- Senior Student Housing employees who were not involved in the original decision
- A Student Services representative
- Indigenous Student Services employees or cultural advisors, when appropriate and available

Instructions for submitting an appeal, including contact information and applicable deadlines, will be provided in the conduct decision letter or email.

Step 3: Appeal Decision

The appeal panel will consider:

- The original decision, evidence and documentation
- Any new information provided in the appeal
- Whether a procedural error may have occurred that may have affected the outcome
- Whether the outcome was reasonable based on the information available at the time
- Relevant individual circumstances and support needs
- The impact on community safety and well-being
- Consistency with college policies and trauma-informed principles

Appeals Timeline

Initial Appeal

Must be submitted in writing within five business days of receiving notice of the violation or outcome.

Appeal Review

Appeals will be reviewed within ten business days of submission. Students will receive the appeal decision in writing.

Urgent Appeals

Housing Contract termination decisions or situations involving immediate loss of student housing (excluding interim measures), Student Housing may expedite the review process where circumstances warrant.

Possible Appeal Outcomes

Appeal Granted: Points may be reduced or removed, outcomes may be modified or the original decision may be overturned.

Appeal Partially Granted: Some aspects of the original decision may be modified while others remain in place.

Appeal Denied: The original decision remains in effect.

Alternative Resolution

In some circumstances, the appeal panel may identify or develop alternative resolutions that address individual circumstances while maintaining community well-being and safety.

Support During Appeal

Advocacy Support

Students may request support or advocacy from:

- Indigenous Student Services, where appropriate
- Student union representatives

Interim Arrangements

Appeals involving housing contract termination, temporary housing arrangements may be considered while the appeal is under review, based on a safety and risk assessment.

Ongoing Support

Regardless of the appeal outcome, students will continue to have access to Student Housing services, college support and available resources.

Documentation and Privacy

Appeal documentation will be handled confidentially and stored in accordance with Selkirk College's [Privacy Policies](#). Students have the right to access their appeal records and may request copies of documentation related to their case.

Final Appeal

All decisions of the appeals process are considered final.

Our Commitment to Growth

Creating a trauma-informed and culturally responsive housing community is an ongoing learning process.

We are committed to:

- Regularly reviewing and updating our policies based on community feedback and best practices
- Providing ongoing training for employees in trauma-informed and culturally responsive approaches
- Seeking input from diverse community members, including Indigenous students and communities
- Acknowledging mistakes, learning from them and taking action to improve