

### 1.3.1 Residence Occupancy

#### Policy

- A.1 The College may own, lease or rent single and/or multi unit dwellings in order to provide housing for its students.
- A.2 The primary purpose for the College to operate student residences is to provide housing for students of College of the Rockies.
- A.3 The College will manage its residences in a cost-effective manner. Since there are typically less full-time students requiring student accommodation in the May to August period, the College will strive to maximize occupancy through partnerships with other organizations, e.g. Hostelling International, and through direct marketing of its residences to the public at large.

#### Procedures

##### **B.1** Definitions:

- B.1.1 “**Current College Student**” is a person currently enrolled as a full-time student at the College of the Rockies or currently enrolled with one of the College’s educational partners where educational delivery of the student’s program occurs at a College of the Rockies campus\*. A current College student is also a student who has completed a full-time course of study at College of the Rockies within the previous four months. A student who has been admitted to the College of the Rockies and who will begin his/her full-time studies within a two-month period is also considered a “Current College Student”.

\* Note: currently enrolled includes being enrolled in on-line programming

##### **B.2** College Student Access

- B.2.1 At all times in the calendar year, the College will give preference to “Current College Students” for access to its residences.

B.2.2 Unless otherwise determined by the Residence Supervisor, a “Current College Student” who withdraws from or otherwise ceases to be a student of the College will be expected to vacate the Residence effective the end of the month after they are no longer a “Current College Student”.

**B.3 External Access**

B.3.1 During the September to April period, where all “Current College Students” have been accommodated and there are still vacancies, the Residence Supervisor may register others for a short-term period. Such persons may remain at the Residence until “Current College Students” require accommodation. Generally, such persons will not stay at a College Residence for longer than a six-month period.

B.3.2 During the May to August period, once all “Current College Students” have been accommodated, the Residence Supervisor may register others for a period that will not extend beyond August 27 of that year.

B.4 The Residence Supervisor is responsible to ensure that the provisions of this policy are applied. S/he will develop a License Agreement for such use.

Issue Date:	April 28, 2004	Concerning:	College Students, external Residents and Administration
Amendment:	( ) Original		
Manager Approval:	<i>Original signed by Denis Kielly</i>	Title: Director , HRD	Date: 18 June 04

College Approval: <i>Original signed by Nick Rubidge</i>	Title: President/ CEO	Date: <i>21 July 04</i>
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