Housing Application
Terrace Campus

**coast
mountain
college**

Dear CMTN Student:

Our on-campus Housing is convenient, offers excellent value, and provides an alcohol- and smoke- free environment that is conducive to learning.

Once we receive your application, we will either offer you a space in Housing or the option to be placed on a waitlist for space as soon it becomes available. Upon acceptance to Housing, you are required to pay a non-refundable application fee and damage deposit (refundable at check-out). Once this payment has been completed, your room assignment will be confirmed by email.

Payments
The total amount payable for your stay is $2,750.00 for your first semester (including application fee and damage deposit). Before you move into the dorm, your first month's rent of $600.00 must be paid no later than the last day of the previous month (for example, September rent is due by the last day of August).

For the following payment options for the monthly rent, we accept Visa, MasterCard or AmericanExpress. Please note that Visa debit is not accepted.

- Online through myCMTN
- Dial our toll-free number: 1.877.277.2288 *Monday to Friday from 8 a.m. to 4 p.m.*
- Online Banking if you have a Canadian bank account (Scotiabank, RBC, BMO, TD, CIBC)
  - **Online Banking**
    - Select "Pay Bills"
    - Select "Set up a payment."
    - Enter the payee. Add Coast Mountain College as the payee.
    - Amount $_____.
    - Account: Use your student number as an account number (e.g.0012345)
    - Select the frequency from the drop-down menu.
    - Select "Next," then select "Set Up Payments."

Your application fee, damage deposit, and first month's rent must be paid BEFORE you can check in. Check-in hours are Monday to Friday, from 8:30 a.m. to 3:30 p.m.

Before you can move into the dorm, you MUST complete an intake process with the Student Housing Office during regular office hours (Monday to Friday from 8:30 a.m. to 3:30 p.m.).

As part of this process, you will have your picture taken and a student ID will be created for you. Your student ID is also your key for accessing the dorms.

IF YOU ARE ARRIVING OUTSIDE OF COLLEGE OFFICE HOURS OR ON DATES WHEN HOUSING IS UNAVAILABLE, PLEASE MAKE ALTERNATIVE ARRANGEMENTS FOR ACCOMMODATION.

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Housing Rates Terrace Campus

Description	Fees
Single Room in Quad or Triple Rooms	$600.00
Refundable Damage Deposit	$300.00
Non-refundable Application Fee	$50.00

Rates Effective as of September 2021

Description Single Rooms
Every single room is equipped with a twin bed, night table, study table, chair, and wardrobe. You share a living area and bathroom with your flatmates.

Wii Gyemsiga Siwilaawksat Layout and Services
Wii Gyemsiga Siwilaawksat Student Housing has three floors with two wings on each floor. Each wing has a shared kitchen. The kitchens are supplied with fridges, stoves, and microwaves. *** Residents are not allowed to bring their personal cooking appliances. For example, no hotplates, slow cookers, toasters, burger makers, etc.** All students living in Housing are responsible for cleaning their room and the shared kitchen area, and the shared spaces within the units such as kitchenette, bathroom, living area, and storage. Cleaning must be completed at the time of cooking.

Residents are responsible for understanding and abiding by all Housing information, policies, and procedures. This information is available in the *Student Housing Handbook*.

For additional information, please visit our website or click on the link below: **www.coastmountaincollege.ca/**housing

Nikila Prodduk
Student Housing Coordinator
T: 250.635-6511 Ext. 5309
M: 250.641.7609
Toll Free:1.877.277.2288
residence@coastmountaincollege.ca

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Please complete all information before submitting and print clearly

Personal Information

First Name (Legal Name)

Last Name

Permanent Address

Birth Date: (yyyy/mm/dd)

City/Town

Province

Postal Code

(   )

Cell Phone

email (please print clearly)

CMTN Student I.D. No.

I am Requesting a:	I would like to share the suite with:	I identify as:
Quad Suite	Full Name:	Male
Triple Suite	_____	Female
Single (Accessible) Suite	CMTN Student I.D.No.	Other/prefer not to say

Emergency Information

Emergency Contact: First Name

Last Name

(   )

Relationship to Emergency Contact

Phone Number

Notification of your acceptance into Housing is by email, make sure to provide a valid email address

Program Information

Name of Course or Program

Start Date: (yyyy/mm/dd)

End Date: (yyyy/mm/dd)

NOTE: The above occupancy start and end dates are necessary for the <u>correct billing of your account</u>. Keep in mind that students are required to vacate the dorm within 48 hours of their program end date unless the Student Housing Office has approved other arrangements.

Applicant Declaration

In making this application, I confirm that I have read and agreed to the terms and conditions on this application and that all information on this application is correct. I also acknowledge that occupancy in the CMTN Housing requires compliance with the policies and regulations as published in the CMTN Housing Handbook, which CMTN may amend at any time with appropriate posted notice.

Applicant Signature:_____   Date:_____