

# Housing Application Terrace Campus

coast  
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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 wait-list 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 American Express. 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)
  - o 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 2021 Fall Semester*

### 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 Gyemsga Siwilaawksat Layout and Services](#)

Wii Gyemsga 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](http://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](mailto: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 (yy/mm/dd)	
_____	_____	_____
City/ Town	Province	Postal Code
_____	_____	_____
Cellphone	Email (PLEASE PRINT CLEARLY)	CMTN Student I.D.
I am requesting a:	I would like to share the suite with:	I identify as:
Quad Suite	_____	Male
Triple Suite	Full Name	Female
Wheelchair accessibility unit	_____	Other/ Prefer not to say
	CMTN Student I.D. #	
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 (yy/mm/dd)	End Date (yy/mm/dd)

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

## Application 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.

Application Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Protection of Privacy: I understand that this information, along with the subsequent information placed in my file, will be used for the Residence Agreement and other purposes consistent with the institution's mandate under the *Colleges and Institutes Act*. The use of this information will be in compliance with the *B.C. Freedom of Information Privacy Protection Act (1992)*.