

**Application Process:**

- (1) In order to apply to the NWCC Residence you **must have completed course registration with full-time student status**. If so, complete and submit the Residence Application form accompanied by payment of the \$200.00 Residence Application Fee. *Applications will not be processed without this fee.*
- (2) Once your Residence Application has been processed, you will receive a letter notifying you of your status. You will either:
  - a. **Be offered a space in Residence:**
    - i. To confirm your space in Residence, you will need to notify the Residence Office of your acceptance of the room offer by the date indicated on your offer letter.
    - ii. If you want to reject this offer and cancel your application, you will need to provide written notification to the Residence Office before the date indicated on your offer letter.
    - iii. Failure to accept/reject the offer by the indicated date will result in the cancellation of your application to Residence and loss of assigned room.
  - b. **Be placed on the waiting list, and offered a space when it becomes available.**

**Application Fee:**

Payment may be made in person at any NWCC Campus Registration desk. You may also contact the Residence Office to authorize a credit card payment via telephone. Once the student has moved in to the Residence, **the application fee becomes the student's Damage Deposit for the duration of the stay**. This \$200.00 deposit may be refunded back to the student upon check-out from the Residence provided no damage has been incurred.

**Residence Rates:**

Term	Single Occupancy	Suite (Female)
Fall Semester: Sept. - Dec. Renovated Kalum Lake Residence	\$1500.00 \$1700.00	\$2240.00
Winter Semester: January – April Renovated Kalum Residence	\$1500.00 \$1700.00	\$2240.00
Short Term (Per Day) Renovated Kalum Lake Residence	\$25.00 \$30.00	\$30.00
Optional Mini-Fridge Rental (per Month)	\$8.96	\$8.96
Optional Linen short stay only up to one month	\$7.00 per day to a maximum of \$35.00	

**PLEASE RETURN THE INFORMATION ON REVERSE TO:**

Northwest Community College  
**Residence Office**  
 5331 McConnell Avenue  
 Terrace, BC V8G 4X2



Residence Application
2012/2013

Please complete all information before submitting:

Student Information:

Last Name First and Middle Names (Legal)

Street or P.O. Box

City Province Postal Code

( ) Telephone Number

Email Address (Please only provide if checked regularly) Birth date: (mm/dd/yy) / /

NWCC Student I.D. #: Male or Female

Program Information:

Program of Study:

Residence Occupancy Start Date: (mm/dd/yy)

Residence Occupancy End Date: (mm/dd/yy)

NOTE: The above occupancy start and end dates are necessary for the correct billing of your account. Keep in mind that students are required to vacate the Residence within 24 hours of their program end date, unless other arrangements have been approved by the Residence Office.

Preferences:

(1) I am requesting a: Single Room Renovated Building (Male only) Suite (Female only)

(2) Would you most prefer a: Social Atmosphere Academic (semi-quiet) Atmosphere

(3) Would you like to rent a mini fridge for use within your room? Yes (\$8.96/month) No

(4) Do you choose to be located within an alcohol-free building? Yes, alcohol-free No

Emergency Contact: Number:

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 NWCC Residence requires compliance with the policies and regulations as published in the NWCC Residence Handbook, and of which may be amended by NWCC at any time with appropriate posted notice.

Applicant Signature: Date:

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