

# INFORMATION TO STUDENTS

Attending

## WATERLOO LUTHERAN UNIVERSITY



The Housing Officer

WATERLOO LUTHERAN UNIVERSITY

Waterloo, Ontario

Telephone (519) 744-8141

## **STUDENT HOUSING**

### **GENERAL INFORMATION**

**RESIDENCES** There are ten residences on campus which accommodate approximately 750 students. The residences are South Hall, West Hall, East Hall, 22 Bricker, Womens Residence, Graduate "A" Residence, Graduate "B" Residence and French House (for girls in Honours French).

### **HOW TO APPLY FOR RESIDENCE**

The student applies to the Registrar for admittance to the University. When accepted, academically, the Registrars Office will send a three part Confirmation Form to which is attached the Application for Residence. This, you return to the Registrar, together with the required deposit. You will then be notified if you are accepted into residence or not. Acceptance in residence is on the basis of first-come, first-served, by the **DATE OF CONFIRMATION**.

**NOTE**—When accepting residence accommodations, you are also accepting the rules and regulations of your respective residence.

### **LEAVING RESIDENCE BEFORE THE END OF THE TERM**

Each student shall be held responsible for their room until they are replaced by someone moving in from off-campus. The replacement must be recognized as a bonafide replacement by the Housing Officer and in addition there will be a penalty of two weeks room rent after the date of replacement.

### **DEFINITION OF UNIVERSITY APPROVED HOUSING**

University approved housing is those student accommodations registered in the Housing Office and proven through personal inspection to meet the health and facility requirements established by the Dean of Student's Office. The University reserves the right to delete any accommodations from their approved housing list who fail to comply with these standards.

MAP COURTESY  
OF  
**CANADA TRUST**  
(formerly Waterloo Trust)



DRIVE IN TELLER

K-W EXPRESSWAY  
UNDER CONSTRUCTION

WATERLOO  
HITCHENER

DRIVE IN TELLER

## INFORMATION FOR STUDENTS LIVING OFF-CAMPUS

1. **GENERAL** The Housing Office provides a service in bringing together students who require accommodation with landlords who wish to rent to students.
2. **THE AGREEMENT** The householder is urged to have a written agreement with any student tenant stating length of stay, amount of rent per week or month when and how rent is to be paid, amount of notice in case of move, and any other special rules and regulations to be observed.
3. **RULES OF THE HOME** The student should be fully informed on any house rules that the landlord wishes him to observe. These may concern entertaining, use of common rooms, family routine, laundry facilities, parking, use of telephone, care of the room, use of alcohol and tobacco, etc. The landlord can specify any rules he wishes in respect to his home but he must inform the student **before the final agreement is settled**, in case some of the rules are unacceptable to the student.
4. **DEPOSITS** After the agreement has been concluded it is normal for the student to pay a deposit immediately and before he moves in. (The exception is when the student rents accommodation before going home in the Spring, in which case the deposit should be sent to the landlord by August 1st.) The deposit is usually a week's rent if renting by the week and a month's rent if renting by the month. **Students should be given receipts for all payments.**
5. **CLEANING** The landlord should thoroughly clean students rooms each week, unless agreement is reached with the student to clean his own room with cleaning materials supplied by the landlord. In the latter case the landlord has the right to expect that the room is kept clean. Other facilities, such as bathrooms, shall be cleaned daily by the householder.
6. The householder must rent exclusively to men or women, **NOT TO BOTH.**
7. **ILLNESS** The householder should inform the University nurse, Mrs. Donna Teigen, of any illness which prevents the student from attending class. (Phone 744-8141).
8. **CHRISTMAS BREAK** When the students are to be absent for extended periods but wish to retain their rooms, many landlords charge a reduced rent, particularly if meals are included in the rent. The landlords policy in this respect should be discussed and settled with the student at the time of the initial agree-

ment. If a student is retaining his room the landlord should not use the room or rent it to another party while the student is away unless the latter agrees. This may also apply during a lengthy stay in hospital, etc.

9. **COMPLAINTS** As well as the specific terms of the agreement, the student has the right to expect good value for his money and the landlord has a right to expect the student to behave like a good tenant. If either party becomes dissatisfied it is his prerogative to give "notice" and terminate the agreement although this step should not be taken without prior discussion and previous warning.

The landlord shall inform the Dean of Students, Mr. Fred Nichols (744-8141) or the Housing Office (744-8141) of any major problems connected with housing. This also applies to the student if they have problems with the landlord. Only if this is done can effective corrective action be taken.

10. **RENTAL FINALIZED** We are anxious to keep our files up to date so we ask the householder to phone the Housing Office, giving both your name and address **immediately** when your accommodation is filled. This will save students from looking for accommodation that is no longer available and will save the householder unnecessary calls.
11. An off-campus house will be removed from the list of approved housing if the householder fails to fulfil his obligation to the University and to the student. On the other hand, a conscientious householder is highly valued by the University and will receive co-operation from the University. He is a partner with the University in making higher education possible for Canadian youth!
12. **FURNISHINGS** The following list of furnishings is thought to be **minimum** standard for student accommodation.
  1. 1 bed per student
  2. 1 study table or desk per student
  3. 1 straight-back chair per student
  4. 1 desk lamp per student
  5. 1 metal waste basket
  6. 1 mirror available
  7. ample drawer and closet space
  8. bookcase or bookshelves