

**ST. VLADIMIR
INSTITUTE**

RESIDENCE HANDBOOK

2013 - 2014

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WELCOME

To St. Vladimir Institute!

St. Vladimir Institute is centrally located in downtown Toronto adjacent to the University of Toronto. It is also in close proximity to Ryerson University, the Ontario College of Art and Design, Glen Gould School of RCM, George Brown College and Randolph Academy for the Performing Arts.

This Student Residence Handbook has been prepared to provide you with general information, accommodation rules and guidelines as well as services available to you. Questions about any aspect of the residence may be directed to the Administrator.

HISTORY

St. Vladimir Institute is one of four similar institutes in Canada; the others are located in Winnipeg, Saskatoon and Edmonton. The idea of an Institute in eastern Canada originated in 1944 at a convention of the Ukrainian Self-Reliance League of Canada, which is associated with the Ukrainian Orthodox Church of Canada. The foresight of its founders together with the commitment, generosity and dedication of its many volunteers, donors and members, saw a home for St. Vladimir Institute become a reality in 1963. The doors of this present location opened in 1969. Since then, hundreds of students have resided here and taken their place in society.

For over forty years, St. Vladimir Institute has functioned as a post-secondary residence, cultural and educational center keeping pace with the growing educational and cultural requirements of the Ukrainian-Canadian community.

St. Vladimir Institute is a not-for-profit charitable organization providing residential accommodations and services for students.

MISSION STATEMENT

St. Vladimir Institute commits itself to the fostering of knowledge and appreciation of the Ukrainian spiritual, cultural, and intellectual heritage in all of its aspects, including language, history, fine and folk arts, customs and traditions for the benefit of resident students in particular, and the Canadian community in general. St. Vladimir Institute will promote exchanges of information between Canada and Ukraine on matters of mutual interest and benefit.

STAFF AND PROGRAMS

An administrative team and a cultural director reporting directly to the St. Vladimir Institute Board of Directors manage St. Vladimir Institute.

The Institute also offers cultural programs, such as Ukrainian language classes, folk art workshops and the like to the community in general. We are pleased to offer these programs to residents free of charge.

If you have any comments or questions, please drop by the main office during regular business hours: Monday to Friday 9:00 a.m. to 5:00 p.m.

STUDENT COUNCIL

St. Vladimir Institute has a Student Council elected by the general student body at the beginning of the academic year. The Student Council helps to administer and coordinate student life, events and activities at the Institute. All students are encouraged to actively participate.

RESIDENCE FEES & DEPOSITS

Residence Fees and Instalments for the 2013-2014 Academic year are:

\$10,896.00 for a small room; \$12,266.00 for a medium room and \$13,516.00 for a suite. These fees include 19 meals per week meal plan and a weekly linen service. The residence contract is for the period from September 2, 2013 until 48 hours after the resident's final exam or May 2, 2014, whichever comes first.

	Small Room	Medium Room	Suite
1st Instalment	\$5,448.00	\$6,133.00	\$6,758.00
Damage deposit	250.00	250.00	250.00
Key deposit	100.00	100.00	100.00
Student Council Fee	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
	\$5,808.00	\$6,493.00	\$7,118.00

1st instalment due upon arrival. Cheque to be dated Sept. 2, 2013

	Small Room	Medium Room	Suite
2nd Instalment	\$5,448.00	\$6,133.00	\$6,758.00
Less room deposit	<u>- 500.00</u>	<u>- 500.00</u>	<u>- 500.00</u>
	\$4,948.00	\$5,633.00	\$6,258.00

*2nd instalment due upon arrival.
Cheque post-dated Jan. 1, 2014*

Fee Schedule: As stated above. A \$25.00 service charge will apply for all N.S.F. cheques. Interest charges will apply for late payment.

Applications and Room Deposit: All applications for residency must be accompanied with a \$500.00 room deposit. This deposit shall be allocated towards the 2nd instalment of fees. Upon acceptance into residency, the \$500.00 room deposit is *non-refundable* if withdrawal of application is made. If you are not accepted into residency, this deposit will be returned.

Withdrawing from Residence: Residence fees are set for the entire academic year September to May. Students are accepted to residence on the understanding that they will remain in residence for the full academic session. Before moving into residence, please understand that you are contracting for a specific long-term period, and that operation of the residence depends on a stable resident census.

**THERE ARE FINANCIAL CONSEQUENCES ENTAILED IN
WITHDRAWING FROM RESIDENCE BEFORE THE END OF THE
2013-2014 FALL-WINTER SESSION.**

Students who leave residence during session will be required to pay any accrued residence fees to the actual date of withdrawal. Students who vacate their residence space without giving 15 days prior withdrawal notice, and/or following proper procedures including completing room check and turning in keys promptly, will continue to be billed until such time as the required notice is given and a proper check-out has taken place. The \$500.00 room deposit **will not** be applied to this amount and will be retained as a penalty fee.

Damage/Caution Deposit: \$250.00 payable upon arrival. This deposit will be refunded in full if there is no damage done to the residence premises. A refund or a portion thereof will be issued by cheque within 30 days of your departure.

Key Deposit: A deposit of \$100.00 is required upon receipt of your keys. This amount will be refunded in full provided your keys have not been lost or damaged. A refund or a portion thereof will be issued within 30 days of your departure. Loss of keys or stolen keys must be reported to the office immediately. The cost of replacing keys is \$100.00.

Student Council Fee: \$10.00 payable upon arrival.

MOVE-IN and MOVE-OUT date

Residence rooms will be ready for occupancy from Monday, September 2, 2013. It being Labor Day holiday our offices will only be open from 10:00 am – 4:00 pm. Regular office hours are from 9:00 a.m. to 5:00 p.m. The kitchen will begin service with breakfast on Wednesday, September 4, 2013.

Rooms must be vacated within 48 hours of the resident's final exam or by Friday, May 2, 2014 (whichever comes first) between 10:00 a.m. and 4:00 p.m. Kitchen service will also end with Dinner on Friday, May 2, 2014.

DINING ROOM SERVICES

1. The dining room is located on the main floor. Hours for meals are: Breakfast 8:00 a.m. to 9:30 a.m., Lunch 12:00 p.m. to 1:30 p.m. and Dinner from 5:00 p.m. to 7:00 p.m. Brunch hours (Saturdays and Sundays) are from 10:00 a.m. to 1:00 p.m.
2. Dishes, cutlery, glasses and trays are **NOT TO BE REMOVED** from the dining room.

3. Bag lunches and suppers are available upon request if you are unable to return for lunch or dinner.
4. In order to comply with minimum safety, health and sanitation standards, footwear and shirts must be worn in the dining room. Pajamas or housecoats are not to be worn on the main (office) floor during meals.
5. Please note that the kitchen will be closed from Friday, December 20, 2013 until January 2, 2014 inclusive for the Christmas holidays. It will reopen Wednesday, January 2, 2014.
6. No special diets can be accommodated.

BUILDING SECURITY

1. The main entrance door is locked each night at 9:00 p.m. The stairwell and back doors to the residence are locked at all times. Under no circumstances are any of these doors to be propped open.
2. Do not let strangers (people you do not know) into the building.
3. Room and residence keys are not to be duplicated and/or loaned to anyone.
4. Door to door soliciting is not permitted in the building. Security and privacy can be maintained by reporting all solicitors and transients who appear not to have legitimate business in the building to the main office.

HOUSEKEEPING MATTERS

1. Residents are responsible for cleaning their own rooms. Your room should be maintained in a condition of cleanliness that is acceptable within a group living situation.
2. Although custodial services are provided for public areas (hallways, washrooms), your cooperation is also required to clean up after yourselves particularly in the lounge and study areas.
3. A vacuum cleaner is located on each floor beside the refrigerator.

4. Garbage to be emptied regularly, and food not to be left out in your room. A garbage container and recycle box is located next to the refrigerator on each floor. Please keep this area clean and tidy.

YOUR ROOM

Room Inventory Ledger: Upon moving in, you will fill out and sign a Room Inventory Ledger noting the condition of your room and its contents prior to your arrival. Any discrepancies, questions or comments need to be brought to the attention of the administrator within the first week.

Furnishings: Each room is furnished with a bed, mattress, mattress cover, pillow, one blanket, desk, desk chair, study and halogen lamps, bookshelves, and table and lounge chair. Bed linen is also provided - one pillowcase and two bed sheets.

Damage and Missing Items: Residents will be held responsible for any damage or missing items discovered during the final room check at the end of the academic year. The Facilities Management Committee of the Board of Directors will assess repair fees and replacement charges. A cheque for the balance of your Damage/Caution Fee will be issued within 30 days of your departure.

Maintenance: Repair needs should be reported in writing as quickly as possible to the main office. Maintenance personnel will enter the resident's room only if the resident is present or if prior permission has been given by the resident to enter his or her room.

Bed: Fire Regulations dictate that the bed must **NOT BE** moved to any other location within the room.

Fire Plan: You must become familiar with the Fire Plan posted on the inside of your door for your own safety. ***DO NOT REMOVE IT.***

Other: *Nothing is to be hung from the ceiling. Items may be attached to the walls with **ONLY REMOVABLE ADHESIVE PUTTY** – available at front desk*

STUDENTS' RIGHT TO PRIVACY

1. Your room is your home during the academic year. We will do everything possible to respect your privacy.
2. **St. Vladimir Institute reserves the right to enter and/or search rooms for the purposes of inventory, fire protection, sanitation, safety, maintenance and enforcement of regulations. The resident must be present and is informed of the reason for the search.**
3. In the event of emergency maintenance, every effort will be made to inform the resident prior to entry.

INTERNET CONNECTIVITY

Each of the residence rooms is wired for broadband internet connectivity. The bandwidth provided is intended for simple applications (e-mail, basic web surfing, etc.) The network is not intended for viewing content of a questionable or unethical nature nor for the use of "peer 2 peer" or any application that requires a substantial amount of bandwidth. **If you exceed 50mb/day or 2GB/month of transfer, whether upload or download, you will be blocked from the network.** Please be considerate to others who use the network.

If you require higher bandwidth capabilities than those provided, both Rogers Cable High Speed and Bell Sympatico HSE are available at the sole expense of the resident. ***If such installation requires new cabling to be run, this must be cleared and approved in advance by the Administrator.***

If you believe you have been blocked, you can inquire at the front office of your status. In order to be reconnected you will be required to install any file sharing applications or adjust their settings to reduce the amount of traffic they represent. If you are blocked a second time, you will not be reconnected.

In order to gain access to the network you must complete an *Internet Access Form*, which you will receive upon moving in. Your completed IAF can be submitted to your floor Don or Front Office. Once submitted, connectivity will be established within 24-48 hours. If you experience any issues with your connection, please notify your floor Don immediately.

It is the resident's sole responsibility to ensure that anti-virus protection is installed and updated regularly. St. Vladimir Institute will not be held responsible if your computer becomes contaminated.

CODE OF BEHAVIOUR

The experience of living in a student residence is most enriching, both academically and socially, if the residence is seen as a place of cooperative interaction and learning. In this kind of residential community, the rights and responsibilities of the individual resident must be balanced against the rights and responsibilities of the community as a whole. A proper balance is achieved when all individuals are aware of both their personal rights and of their responsibilities towards others and toward the community in general.

All members of the St. Vladimir Institute residence community are expected to conduct themselves in a manner consistent with the provisions and spirit of the Ontario Human Rights Code, which affirms the principle of non-discrimination and aims at creating a climate of understanding and mutual respect for the dignity and worth of each and every person in the community.

Residents are entitled to enjoy a reasonable right to privacy, the right to consideration for their personal feelings and needs and the right to live in an environment in which both personal possessions and communal space is respected. They have a corresponding responsibility towards the residence community.

RESIDENCE DONS

St. Vladimir Institute has three (3) residence Dons, one on each floor. The Dons' primary function is to offer direction and assistance to the residents while acting as the "eyes and ears" for Administration and the Board of Directors.

Their role as frontline peer councilors is to nurture and enhance the quality of life at the Institute. The Dons are responsible for assisting and advising residents, for maintaining reasonable levels of conduct, safety and security and for encouraging residence activities and events.

Dons are responsible for enforcing the St. Vladimir Institute Discipline Code and corresponding Demerit Point System. Refer to Appendix A for details.

Persistent failure to comply with the request of a Don or staff member with regard to noise or other violations of the rules and regulations as outlined in this Student Handbook, warrants the issue of a Demerit Point (dp). A dp is designed to be of assistance to the Don in dealing with problems, which are persistent. Demerit Points may also be issued for first time offences, depending on the circumstances and at the discretion of the Don. When it becomes necessary to issue a dp, the expectation is that the student concerned will comply without further action necessary.

The resident has the right to appeal a penalty. This appeal is to be submitted in letter format to the Operations Committee of the Board of Directors, no more than seven (7) days after the penalty is imposed. The resulting decision of the Operations Committee is final.

HOUSE RULES AND EXPECTATIONS

By virtue of signing a contract to live in St. Vladimir Institute, you have agreed to abide by all municipal, provincial and federal laws and ordinances including, but not limited to those mentioned in the following pages.

The following policies have been established by St. Vladimir Institute to serve as a framework within which residential life can best flourish. It is assumed that good will; peer pressure and common sense will ensure that student life at the Institute will function harmoniously.

NOISE

1. Noise is a fact of life in a student residence, however, it is essential to respect the rights of fellow students who need a quiet environment to study and sleep.
2. Strict adherence to the Institute's "quiet hours" is mandatory.
Quiet hours: Sunday through Thursday 9:00 p.m. to 9:00 a.m.
 Friday and Saturday 11:30 p.m. to 10:00 a.m.
3. During exam time, it is especially important that you be considerate of your fellow residents and abide by the "quiet hours" regulations.
4. Shouting, excessive noise and disruptive behaviour will not be tolerated at any time.
5. Musical instruments are not to be played in the residence rooms. Space to play your instruments may be available at certain times – check with the front office.
6. Stereos (**NO SUB-WOOFERS**) or small televisions are allowed **BUT** be considerate of your neighbours who may just happen to be studying, sleeping, or simply in the mood for a little silence. Keep the volume low at all times, and "off" when anyone asks for quiet.

HEALTH AND SAFETY REGULATIONS

1. Laws of the Province of Ontario regarding alcoholic beverages apply to St. Vladimir Institute. Residents may not consume alcohol in the hallways or lounges of the residence. Residents must assume responsibility for their actions in this regard.
2. Under the Narcotics Control Act of Canada, possession, use and trafficking of drugs are strictly prohibited.
3. Abusive or violent behaviour toward any person (resident, staff or visitor) is unacceptable and subject to discipline.
4. Residents will not possess firearms, explosives (including fireworks) or other potential weapons.
5. Sexist, racist or homophobic behavior, which is likely to promote or produce an atmosphere of hostility or intolerance, is unacceptable.
6. There will be no unauthorized entry into another resident's room.
7. Entry to restricted areas of the building (roof, balcony) is forbidden.

Bed Bugs

In recent years, there have been an increased number of reports of bed bugs in the City of Toronto. This worldwide problem is brought about by increased travel and decreased use of pesticides. Given the number of students from around the world who live in our residence each year, we are fortunate to have had no cases of bed bugs.

Bed bugs are generally not carried on your person, but they can be carried in personal possessions such as bedding, suitcases, backpacks and boxes. Here are some useful tips relating to prevention of bed bugs.

1. Vacuum your room regularly.
2. If you supply your own bedding, wash all your linens in the hottest water possible and place them in a hot dryer for 20 minutes.
3. Remove all unnecessary garbage or clutter and never leave food exposed in your room.

4. Regularly inspect areas of your room that may be prone to infestation including mattresses, bedding, pillows, cushions and crevices.
5. Examine closely any items that you are bringing into your room. Never bring furniture in to residence that has been put out for recycling or garbage regardless of how clean it may look. Use caution.
6. If travelling, be sure to inspect all luggage prior to bringing it back into residence.

We employ Orkin Canada, a licensed, experienced pest control management company that does monthly inspections.

If you suspect bed bugs, please contact the Administrator immediately.

THEFT, PROPERTY LOSS OR DAMAGE

1. Neither St. Vladimir Institute nor its officers, agents or employees are liable for the loss, theft, damage or destruction of any resident's property.
2. It is not acceptable for any resident to destroy, steal, deface or damage St. Vladimir Institute property or the property of a fellow resident (this includes residence rooms and their contents).
3. Each resident is financially responsible for damage that occurs in common areas within the Institute unless the individual responsible is identified.
4. Residents are urged to purchase adequate personal property/liability insurance.
5. It is strongly recommended that residents keep their rooms locked at all times when not occupied.

FIRE SAFETY

All Municipal Fire regulations apply to St. Vladimir Institute. All residents must obey these regulations. Violations, which threaten the safety of residents, will be regarded as very serious offences.

1. Fires of any kind, including burning of native grasses, shall not be set in the residence. Candles and other similar open flames are not permitted.

2. Residents shall not tamper with fire safety equipment, such as hoses, extinguishers, alarms and smoke detectors or in any other way jeopardize the safety of fellow students.
3. Residents may not use cooking or electrical heating devices (hot plates, kettles, and space heaters), unapproved refrigerators or other equipment requiring heavy electrical input in their rooms.
4. Only approved extension cords or multiple plugs with built-in circuit breakers may be used.
5. Flammable liquids such as kerosene or paint thinner may not be kept in the residence.
6. Corridors and stairwells must be kept clear of obstructions.

SMOKING IS STRICTLY FORBIDDEN ANYWHERE IN THE BUILDING.

VISITORS

1. All visitors must follow St. Vladimir Institute policies and regulations as outlined in the Student Handbook.
2. Residents are responsible for their visitors. This includes any behaviour and/or actions that cause damage to the premises and/or disturb other residents.
3. Unauthorized or uninvited visitors may be subject to a fine for trespassing under the Criminal Code of Canada.
4. Visitors are required to pay for meals. Prices are posted in the serverey.
5. Visitors are required to vacate the building at 9:00 p.m. Sundays through Thursdays, and 11:30 p.m. Fridays and Saturdays.
6. No visitors may sleep overnight on the premises unless special permission is obtained from the main office. A visitor may not spend more than three (3) consecutive nights in the residence.
7. Visitors must use gender appropriate washrooms. Women's washrooms are located on the 4th floor and in the basement. Men's washrooms are located on the 2nd and 3rd floors and in the basement.

OTHER POLICIES

1. No pets of any kind are allowed in the rooms.
2. Bicycles belonging to residents only can be stored in the designated area inside the building. Use of the bicycle rack, located outside, is at your own risk. Rollerblades must be removed before entering the building.
3. St. Vladimir Institute houses offices of several organizations. It also often hosts events and special activities. *Since the Institute is open to the public, proper attire and acceptable behaviour are required in all public areas.*
4. The main office, subject to the approval of the Board of Directors, must authorize use of the Institute's facilities for resident/student events.

EMERGENCY PROCEDURES

1. Residents must become familiar with the Fire Plan posted on the back of their room door detailing what to do in the event of an emergency.
2. **Evacuation of the Building:** In case of an emergency which requires building evacuation, the alarm will sound and the following procedure must be observed:
 - (i) **DO NOT USE THE ELEVATOR.**
 - (ii) Everyone must evacuate the building using the nearest exit, clearing the building by a good distance and standing out of the way of all emergency vehicles and personnel.
 - (iii) Each resident should wear hard shoes and a warm coat.
 - (iv) When leaving your room in a fire emergency, carry a towel to cover your face in case of smoke.
 - (v) Close your window.
 - (vi) Close your door but leave it unlocked.
 - (vii) Leave the lights on in your room.

3. **Reporting Emergencies:** Residents must report fires, personal emergencies etc., by dialing 9-1-1. If using the pay telephone, dial 9-1-1 directly (no coin is required).
4. **Fire Alarm Systems:** Fire pull-stations are located near the stairwell doors on each floor. Keep in mind, “Everyone who willfully, without cause in any manner, makes or causes to be made an alarm of fire is guilty of an offence punishable on summary conviction.” *Extract from Criminal Code (Canada).*
5. **Fire Extinguishers and Hoses:** Fire fighting equipment in the form of extinguishers and hoses are located centrally on each floor. Residents must become familiar with the location of this equipment. Residents are reminded, that the best approach to a fire emergency is to report the fire rather than attempt to fight the fire.

Fire safety equipment is for your safety and that of your fellow residents. Tampering with fire safety equipment is a criminal offence.

6. **Smoke Alarms:** Each room is equipped with an electronic smoke detector. If a fire occurs within the room, the alarm will sound. This alarm does not alert the Fire Department. If there is a fire in your room, contact the main office or dial 9-1-1 to summon the Fire Department.

AMENITIES

1. **Linen Exchange and Laundry Facilities:** Linen service is provided once per week. The linen exchange is Tuesday mornings between 8:00 a.m. and 10:00 a.m. in the front reception office. Also for your convenience, coin operated washers and dryers are available in each washroom. An ironing board is provided on each residence floor. Residents must supply their own detergent and iron.
2. **Lounge:** The lounge is located on the main floor across from the front reception office. It is furnished with tables and chairs.
3. **Mail:** Your mail can be picked up at the front office. Institute staff will not accept C.O.D. packages unless the resident has provided sufficient funds for that purpose in advance.
4. **Study Room:** Located on the 2nd floor for all residents.

5. **Pop Machine**: The pop machine is located in the basement level of the building.
6. **Telephones**: A pay phone is located on the main floor. Each resident room is equipped with a telephone jack. Arrangements can be made with Bell Canada for a personal telephone. The phone then becomes the responsibility of the resident.

DIRECTORY

Administrative Staff

Telephone:

Slauka Fodchuk, Administrator	416-923-3318 x101
Anne Jakymiw, Administrative Assistant	416-923-3318 x100
Lydia Smilka, Cultural Director	416-923-3318 x104
Nadiya Matiyash and Volodymyr Dobush (Custodians) – 2 nd floor, Apt. #200	416-926-1933
Halya Ostapchuk, Librarian	416-923-3318 x108
Kitchen	416-923-3318 x106

Fax: 416-923-8266
E-mail: svi@stvladimir.ca
Website: www.stvladimir.ca

Chaplain: Rev. Bohdan Sencio 905- 238-0132 (r)

Churches

St. Vladimir Ukrainian Orthodox Cathedral 416-603-3224
 404 Bathurst Street, at Dundas
 Divine Liturgy: 10:00 a.m.
(Service in Ukrainian)

St. Demetrius Ukrainian Orthodox Cathedral 416-255-7506
 3338 Lakeshore Blvd. West (Long Branch)
 Divine Liturgy: 10:00 a.m.
(Service in English/Ukrainian)

Other:

St. Vladimir Toastmasters Club 416-923-3318
 S.U.S. Foundation 416-923-3318
 Ukrainian Canadian Professional & Business
 Association of Toronto 416-925-1256

Chair of Ukrainian Studies Foundation 416-925-1256
 Ukrainian Canadian Research &
 Documentation Centre 416-966-1819
 Ukrainian Museum of Canada, ON Branch 416-923-3318 x105

St. Vladimir Institute promotes a smoke-free and harassment-free environment and will not tolerate the following. This standard applies to residents and their guests, for whose conduct resident are responsible while guests are on St. Vladimir’s premises.

	<i>Discipline Code & Demerit Point System</i>	<i>Penalty</i>
01	Alcohol Use In Residence – alcohol must be kept within certain designated areas. Drinking games are not permitted. Possession of “common source” alcohol (e.g. kegs) within residence is prohibited. The Operations Committee of SVI Board of Directors must approve all parties in residence.	1-4 Eviction
02	Attack On The Dignity And Security Of An Individual – activity (oral, written, graphic, physical) that is racist, sexist, homophobic, or any form of discrimination, sexual harassment or unwanted sexual attention is prohibited and may result in eviction from residence. This can include, but is not limited to: posting or distributing material and/or behaving in a manner that is offensive and may contribute to an intimidating, hostile or uncomfortable environment; putting offensive posters/pictures in windows or common areas available for public view; using e-mail, voice mail, message boards, mail or other mediums to convey nuisance, obscene, or otherwise objectionable messages, writing graffiti in residence buildings or encouraging or engaging in offensive acts or behaviour.	1-4 Eviction
03	Cleanliness Standards – you are expected to keep shared living areas and the exterior of your room doors clean. Failure to do so may result in cleaning charges, and/or the Operations Committee may deem further action as appropriate. Common area damages will result in shared assessments.	Cost of cleaning
04	Cooperation With Staff – residents and guests shall cooperate with requests from staff members. Failure to cooperate with and/or verbal or physical abuse or harassment of a staff member may result in termination of the residence contract and eviction. Misleading or not cooperating with a disciplinary investigation will also result in disciplinary action.	1-4 Eviction
05	Damage To The Personal Property Of Fellow Residents Or Damage To Residence Property – such activity is prohibited and may result in eviction from residence and/or an assessment for damages.	1-4 Eviction
06	Dangerous Activity – activities that are considered dangerous and potentially harmful to any resident, including the resident engaging in the activities, are prohibited and may result in eviction. Activities included are: smashing objects, dangerous horseplay, climbing the outside of residence buildings, climbing into/out of residence through windows, gaining access to roof areas etc.	2-4 Eviction
07	Dining Area Conduct – inappropriate, abuse or disruptive behavior is not permitted.	
08	Drugs – the use, possession and/or trafficking of drugs on the premises, and intimidating behaviors (actual or virtual) are grounds for expulsion plus referral to police.	2-4 Eviction Police Action

09	Elevator Tampering – tampering with or engaging in activities that damage the residence elevator are prohibited and will result in an assessment for the cost of repairs and possible eviction.	1-4 Eviction
10	Explosives – explosive or flammable materials such as dynamite, firecrackers, fireworks, barbecue propane tanks, etc. are not permitted in residence buildings.	2-4 Eviction
11	False Identification – using false identification for any reason, including gaining access to a licensed event when underage, is prohibited.	1
12	Hosting A Guest Without Visiting Privileges – acting as a host for a former resident who has been evicted and does not have visiting privileges and/or a person whose visiting privileges have been revoked, is prohibited.	2
13	Illegal Entry – you must have written permission to enter another resident’s room and do so only with authorized use of the prescribed key, without manipulating the lock, the door or the window. Unauthorized entry for the purpose of causing damage or stealing is prohibited.	1-4 Eviction Police Action
14	Inappropriate Behavior – the resident will not do or allow to be done anything which may be or become disruptive to the residence community, or a nuisance or annoyance to any other residence.	1-4 Eviction
15	Initiations – initiation activities, including “hazing” or other activities are prohibited. Initiating, participating, encouraging and/or supporting such activities are prohibited.	2-4 Eviction
16	Musical Instruments – musical instruments are not to be played in areas where they may represent a disruption to the residence community. Playing of amplified instruments on residence floors is prohibited.	1
17	Noise – excessive noise is not permitted in residence.	1-3
18	Open Flame – unattended open flames, such as a burning candle, are not permitted in residence. This includes native grasses or incense.	2
19	Pets – pets are not permitted in residence.	Eviction
20	Playing Physically Active Games In Hallways/Common Areas – games such as ball hockey, football, soccer, Frisbee, water fights, etc. are not permitted inside the SVI facility.	2
21	Prohibited Areas – residents are not permitted access to unauthorized areas such as the roof. Residents are not permitted to enter mechanical rooms, staff offices (unless escorted), or any other areas that are deemed off limits to unauthorized personnel.	1-2
22	Raids Or Pranks Inappropriate Or Destructive – initiating, encouraging, supporting or participating in raids or pranks that are disruptive, offensive or hostile to residents and/or staff; or involve dismantling or relocating residence property or failure to return residence areas to their proper condition in a timely manner are prohibited.	1-4
23	Removal Of Residence Property – removing furniture from lounges and other common areas without permission is not permitted. Taking residence property out of a residence area without permission is considered theft and may result in eviction and referral to the police. SVI reserves the right to recover missing furnishings.	1-2

24	Safety/Fire Equipment Abuse – safety equipment such as fire exit signs, fire extinguishers, hoses, alarm bells, heat sensors, smoke detectors and any other safety equipment are necessary to safeguard residents in the event of fire. Mishandling or damaging safety equipment that could render it inoperable or unavailable for use, or using any fire equipment for any reason other than in an emergency is prohibited and may result in eviction.	1-4 Eviction
25	Smoking – smoking is not permitted inside the SVI facility. Smoking outside in designated areas, away from residence doors and windows so that those inside are not affected, is permitted. All residence rooms, hallways, common areas, study rooms, dining areas, washrooms, elevators and stairwells are non-smoking areas.	2
26	Theft – theft or the possession of another person’s property without their permission is prohibited and may result in eviction and/or police action.	Eviction Police Action
27	Throwing Objects – throwing, dropping or ejecting objects from residence buildings, windows or down stairwells is prohibited and may result in eviction. This includes throwing snowballs at the residence buildings.	1-4 Eviction
28	Unauthorized Key Possession And/Or Use – prohibited.	3-4 Eviction
29	Unauthorized Subletting – unauthorized subletting of a residence room is not permitted and may result in the eviction of the Sublette and the resident.	Eviction
30	Verbal/Written Abuse, Harassment Or Threats – any verbal or written abuse, harassment or threats against any person, resident, guest or staff member within the residence community is prohibited and may result in eviction.	1-4 Eviction
31	Violence – there is zero-tolerance for violence or physical aggression and/or sexual assault in residence. Physical aggression: any violent or physically aggressive behavior, such as fighting, hitting, punching, slapping, kicking, pushing, pulling etc. Sexual Assault: any unwanted act of a sexual nature imposed by one person on another without consent, such as fondling or sexual intercourse. Anyone engaging in physically aggressive behavior or sexual assault may be evicted from residence, and may be referred to the police.	Eviction
32	Weapons – possession of weapons in residence such as firearms, swords, hunting knives, sling shots, archery equipment, chainsaws, etc. is prohibited. Using a weapon or displaying a weapon in a threatening manner will result in eviction and referral to the police.	Eviction

Note: Accumulation of Demerit Points

A repeat offender who has an accumulation of demerit points will be required to attend a meeting with the Operations Committee to assess the necessity for stronger discipline.

The threshold for this action will be an accumulation of 3 demerit points.