

Dear CMTN student:

Our housing is convenient, offers excellent value, and provides an alcohol and smoke free environment conducive to learning.

Applications will be processed on a first come first served basis once a Non-refundable application fee of \$25.00 is paid.

Once we receive your application, we will either offer you a space in housing or the option to be placed on a waitlist for a space as soon it becomes available. Upon acceptance to Housing a \$200 Damage Deposit is required. Once the damage deposit has been paid your room assignment will be confirmed by email.

Application fee and damage deposit:

Payment of the application fee, damage deposit and rent can be made in person at the Terrace, Prince Rupert, Smithers or Hazelton campus Registration desk, or by calling our central Registration at 1.877.277.2288. We accept Visa, MasterCard and American Express. Please note that Visa debit is not accepted.

Your Housing application fee, damage deposit and first month's rent must be paid BEFORE you are able to check in. Check in hours are Monday through Friday 8:30 am to 3:30 pm.

Intake into the dorms must be during regular office hours. Housing access depends on completing an intake process with the Student Engagement Office, and having your picture taken and a Student ID created. Your student ID is also your key for accessing the dorms, and this set up can only take place Monday to Friday, between 8:30am and 12:30pm.

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

Housing Rates Smithers Campus:

Room Type	Residence Rates
Single room	\$500.00 per month

Rates Effective 2018 Fall Semester

Housing building layout:

Housing has common washrooms, a common room with TV, and a shared kitchen for light cooking. The kitchens are supplied with a fridge, freezer, stove, microwave, coffee pot, kettle, and a washer and dryer. ***Residents are not allowed to bring their own fridge or cooking appliances. For example, no hotplates, slow cookers, toasters, burger makers etc.** All students living in housing are responsible for the cleaning of their room and the shared kitchen area. Cleaning must be completed at time of cooking.

Description Single rooms:

Each single room is approximately 6' by 11' and is equipped with a twin bed, night table, study table, chair, wardrobe, and mini fridge.

It is the responsibility of the resident to understand and abide by all housing information, policies and procedures. This information is available on the CMTN website at https://www.coastmountaincollege.ca/docs/default-source/student-services/student-housing/student_housing_handbook.pdf

For additional information please visit our website or click on the link below:

<https://www.coastmountaincollege.ca/student-services/accommodation/housing>



Please complete all information before submitting and print clearly:

First and Middle Names (**legal names**) Last Name

Address

City Province Postal Code

(_____) _____
Telephone Number

Birth date: (yyyy/mm/dd) ____/____/____

Email (please print clearly)

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

CMTN Student I.D. #: _____ Male or Female

Program Information:

Name of Course or Program _____

Course or Program start date: _____ (mm/dd/yy)

Course or program 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 dorm within 24 hours of their program end date, unless the Student Engagement Office has approved other arrangements.

I am requesting a:
 Single Standard Room

Emergency Contact: _____ **Number:** _____

Relationship to Emergency Contact: _____

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, of which may be amended by CMTN 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).