

SOME FACTS ABOUT . . .

LIVING IN RESIDENCE AT DAVIS HALL

The purpose of this fact sheet is to answer some of the more commonly asked questions about our facilities and services. Please note that residence space is assigned for the fall and winter semesters only and those students wishing to remain in residence during the summer must apply separately. Application forms, fee schedules and other information pertaining to Summer Residence are generally available by the middle of March.

LIVING IN RESIDENCE

We are very fortunate at the Truro Campus of the Nova Scotia Community College, to be able to offer our students the opportunity to experience the additional educational and social benefit of residence life. The decision whether or not to live in residence is one of the major choices that a student makes when planning to attend a post-secondary institution. We believe that the experience of living with other students can play a significant role in higher education. If you have never been a part of a group-living environment, you will be embarking on a new and rewarding journey when you move into residence.

Because education extends beyond the classroom residence life offers students the opportunity to develop socially as well as academically. Apart from the many new friends and acquaintances from diverse backgrounds who await you, you will have the opportunity to participate in residence government, and to take part in the planning and presentation of varied and interesting social, recreational and educational programs. We call this a living/learning environment. The atmosphere traditionally fostered in Davis Hall is one of responsibility, respect and mutual awareness so that the daily living/learning experience broadens social and educational awareness as well as complementing particular academic pursuits.

CAUTION: *Please think seriously about how your personal lifestyle would suit a community living situation.*

Although the residence is a wonderfully convenient option, not everyone can, or is willing to, make the concessions necessary for a residence full of people to live together harmoniously and productively. Residence does provide students a chance to stretch their wings, but it is essential that an individual's particular needs not interfere with the rights and freedoms of the larger residence community. At the Truro Campus we are committed to developing, maintaining, and safeguarding a residence atmosphere free from any discriminatory harassment.

ELIGIBILITY

All students registered full-time in courses at the Truro Campus are eligible for residence accommodation. As space allows, we also accommodate students from the Institute for Human Services Education. Further, when vacancies permit, we regularly provide accommodation for individuals taking short-courses and participating in conferences and seminars at the Campus. If you are unclear about your eligibility please address your inquiry to the Coordinator, Residence Life and Services.

ACCOMMODATION AVAILABLE

Davis Hall, built in 1965, is a modern four-storey, 110 rooms, brick building originally constructed to house 195 students. It is located on Campus, conveniently close to classrooms, the Library/Learning Resource Centre, and Gymnasium/Wellness Centre. Soloan Hall, the Dining facility, is attached to Davis and accessible from Davis at ground level. The residence and dining room are wheelchair accessible; please contact us for specific details.

Because most of the rooms in Davis Hall are double occupancy, for the coming academic year a few double rooms have been designated as "super-singles" to increase the total number of single occupancy spaces available. These rooms will remain furnished as double rooms, but will be available for single occupancy at a special surcharge.

ASSIGNMENT OF ROOMS/ROOMMATES

In making an assignment we are careful to take into consideration the program of study, age, a preference for a smoking or non-smoking roommate, and anything else pertinent to a compatible arrangement. The extensive information requested in the personal preferences/lifestyle questions on the application form is used to assure that roommate assignments are as agreeable as can be. Given the high level of concern many non-smokers have about clean air, it is essential that applicants accurately complete question #2 about smoking in the *Living/Learning Lifestyle* section of the *Residence Application & Information Form*. As much as possible, a preference for a specific room or roommate will be honoured. It helps in such cases if applications arrive together or even if they are cross-referenced. Room assignment is not always easy during the term when applicants must be matched with students already in residence, but again, as much as possible, the applicant's wishes will be honoured.

APPLICATION PROCEDURE

All new incoming students offered admission to a program at the Truro Campus can request a residence information package or they may download one from our website at www.truro.nsc.ca. Those who wish residence accommodation should return the application form immediately as **spaces are assigned to new applicants on a first-come, first-served basis**. We have a real concern, based on past experiences, only the applicant should fill out these forms. A word of explanation may be necessary here: parents, siblings and friends of first-time applicants sometimes think it will be helpful to assist or supervise; generally it is not, particularly when it comes to lifestyle questions where we need the applicant's self-assessment.

Returning Residents, must apply directly to the Co-ordinator, Residence Life and Services. Please contact: Co-ordinator, Residence Life and Services, in Davis Hall or through Centre for Student Success in Forrester Hall, 36 Arthur Street, Truro, NS B2N 1X5. (902) 893-5378, fax (902) 893-6601.

Interested students are also welcome to drop by the Centre for Student Success Office in person. For the information of students not familiar with Truro, please visit www.truro.nsc.ca to obtain directions to Truro Campus.

OUR CORRESPONDENCE WITH YOU (First-Year Applicants)

- It is your responsibility to return the application with the \$25.00 fee as soon as possible. Applications will be processed on a first-come, first-served basis. The application fee is refunded only if we cannot offer you accommodation. You will receive a receipt for your application fee from the Business Office.
- At the end of June/beginning of July, we send an offer of accommodation and a residence agreement to sign. If you accept the accommodation offer, you are required to return it to us with a non-refundable room and board deposit of \$500.00 within **ten days**. Failure to make this deposit by the deadline nullifies the offer of accommodation. Once paid, the deposit is non-refundable; it is our guarantee of your firm intention to live in residence.
- In August, you will receive a room assignment, information about check-in, residence orientation, and other details pertinent to your arrival and initial stay on campus.

OUR CORRESPONDENCE WITH YOU (All Other Applicants)

Our correspondence with you does not follow as predictable a time-line as that for First-Year Applicants. It is our policy to respond to applications as soon as possible, usually once marks for the previous session are available and re-admission to your program has been confirmed. If at any point you are concerned about the progress of your application, please contact the Co-ordinator, Residence Life and Services at 893-5378.

CANCELLATIONS

If you decide not to live in residence for any reason, please notify this office immediately as others may be waiting for a space. All cancellations must be in writing to: The Co-ordinator, Residence Life and Services. Failure to provide a written notice of cancellation may result in additional charges.

WAITING LIST

Individuals for whom a particular kind of space is not available and who wish to be placed on a waiting list should clearly indicate this on their application. We request a deposit of \$200.00 from wait-listed applicants. This will be refunded if, and only if, a **written** request is received by the Co-ordinator, Residence Life and Services before an offer of accommodation is made. It is the applicant's responsibility to insure that the Co-ordinator, Residence Life and Services has an up-to-date address and telephone number at all times. Applicants on a waiting list will be contacted by telephone when a suitable assignment becomes available. Those on a waiting list, who have not been assigned space by September 12, will have their deposit refunded automatically unless they choose to remain listed.

ROOM AND BOARD RATES / WITHDRAWAL and REFUND POLICY

A memo which includes Residence Fees is included with every application package. We contract for Room and Board (Meal Plan) as a package, not for room only. A statement of the Residence Services Withdrawal and Refund Policy is included in the Residence Fees memo. Essentially, applicants should understand that fees are based on students accepting a contract to remain for the full residence year; there are significant financial penalties for withdrawing from that contract. Please read this schedule carefully and retain for your future reference.

CHECK-IN

A Check-in Desk is open in Davis Hall in early September to serve arriving students. Dates and times are outlined in our summer correspondence with residents. Checking in to residence takes less than ten minutes. Students should consult check-in information mailed in August to ascertain the date residence opens. Students arriving before that date **must** make a reservation through the Co-ordinator (902) 893-5378 and are charged a daily rate. There is no guarantee of accommodation for students arriving before check-in date.

TELEPHONES

It is our hope that we will be able to have a phone jack installed in each residence room in the future. Until that system is installed, we continue with the floor pay phone system already in existence. Pay telephones are located in the floor kitchens and near the entrance to the north wing on each floor for your convenience.

SMOKING

Due to health and comfort issues, Davis Hall is now a non-smoking building.

KEY DEPOSITS

Included in the Room and Board fees charged is a key deposit of \$30.00. This amount is refunded when the keys are returned at checkout. If a room key is lost the entire tumbler of the lock is replaced; the student is issued a new key on payment of the labour and materials costs: \$42.00

MAIL

All students are assigned mailboxes and mail is sorted daily, Monday to Friday. The mailing addresses is as follows:
NSCC-Truro Campus, Box # ____, Davis Hall, 36 Arthur Street, Truro, NS B2N 1X5

Students are notified of their mail box number at the same time they are given a room assignment. No mail service is provided during the Christmas Break period when the residence and College are officially closed.

YOUR ROOM: What to Expect

Student residences are seldom luxurious. Ours has a lived-in look and although the rooms and public areas are kept clean, they clearly have been used; do not expect hotel-type accommodation. In the residence there are common rooms with TV's on all four floors. Residents can sign out a Residence Council DVD/VCR via the Desk Staff, located in the lobby of Davis Hall. Trunk rooms are available for storage.

A typical double room is furnished with two single beds, two desks with built-in lighting, two closets and two bookshelves. **Furniture may not be removed from student rooms or common rooms.** Floor kitchens are equipped with a stove, fridge, microwave and ironing board. Students are reminded to bear this in mind when deciding what to bring from home. Common rooms contain basic furnishings such as couches, chairs, end tables and lamps. Blankets, linen and pillows are not provided nor are towels and face cloths. Laundering of bedding is the student's responsibility. You are welcome to bring additional bedding of your own, rugs or mats, plants and other personal belongings to make your room feel like home. It is the responsibility of the individual student to insure personal property. NSCC accepts no responsibility for students' personal belongings: this includes items left behind at checkout or items stored in trunk rooms.

OTHER FACILITIES: What to Expect

McCarthy Hall, our Library/Learning Resource Centre, is on campus adjacent to Davis Hall. The Truro Campus has excellent athletic/fitness facilities including its own tennis courts, a large gymnasium, and a well-equipped fitness centre and weight room. The Truro Centennial Pool is located on Campus and there are various open swim times for students. Interested students can get together to organize intramural programs for sports enthusiasts.

PARKING

Residence parking is provided free of charge in the student parking lot immediately to the east of Davis Hall. The entrance to the lot is on Arthur Street. No parking is permitted in the reserved area immediately behind Davis Hall.

LAUNDRY FACILITIES

A laundry room is located in the basement of Davis Hall. Washers and dryers are coin operated.

RESIDENCE GOVERNMENT

The residents in Davis Hall automatically belong to the Residence Council, the student government. Elections are usually held in September.

RESIDENCE ASSISTANTS

In addition to the elected student government, students are selected annually to serve as Residence Assistants (RA). They receive intensive training in peer advising, suicide intervention, interpersonal and group skills, and cultural diversity, as well as in first aid, cardio-pulmonary resuscitation, and fire safety.

The role of RA at Davis Hall is chiefly one of mentor/educator. RA's are expected to engage actively in forming and developing a mature residence community supportive of the academic goals of NSCC. Further, it is expected that the conduct and lifestyle of the RA will serve as a role model for residents. The RA is responsible for assisting and referring residence students for the purpose of maintaining reasonable levels of conduct, safety and security, and for encouraging residence activities, events and programs. The RA's also work closely with the Co-ordinator, Residence Life and Services, in program formation with the aim of cultivating an active living/learning environment within the residence.

RULES AND REGULATIONS

Rules and Regulations are outlined in the *Davis Hall Residence agreement* which is issued to each student before arrival, and which should be read carefully before signing. A brief summary version *Regulations, Practices and Disciplinary procedures for Students in Residence*, which covers the most important residence guidelines and behaviour expectations, is always included with offers of residence space to new applicants. As the owner of the residence, the College has the legal obligation to protect the rights of the residents with respect to safety, sanitation, reasonable quiet and freedom from nuisance and disturbance. A second obligation is to protect the property itself from abuse and destruction. The standard on noise is simply as follows: "the acceptable sound level in residence is that music and conversation in a room not disturb residents in adjoining rooms and hallways". The agreement, which students sign on entering residence, clearly specifies that it is the student's responsibility to take precautions to avoid nuisance or disturbance. Ultimately, any student whose continued presence in the residence is judged to be to the detriment of the rights and needs of the residence community will be asked to leave.

For further information on any of the foregoing or any other aspect of living in residence, please do not hesitate to contact:

Co-ordinator, Residence Life and Services
204 Forrester Hall, 36 Arthur Street
Truro, Nova Scotia B2N 1X5
Phone: (902) 893-5378, Fax: (902) 893-6601

Office Hours are generally
Monday - Friday
10:00 a.m. to 4:00 p.m.

