



Dear CMTN student:

Housing at our Terrace campus is convenient, offers excellent value, and provides an alcohol and smoke- free environment conducive to learning.

Once we receive your application, we will either offer you a space in Housing or the option to be placed on a waitlist for space as soon a spot becomes available. Upon acceptance to Housing, you are required to follow a payment scheduled for the non-refundable Application Fee and Damage Deposit. Once payment has been completed, your room assignment will be confirmed by email.

### For Payments

For the following payment options, we accept Visa, MasterCard or American Express. Please note that Visa debit is not accepted.

- Online through [myCMTN](#)
- Dial our toll-free: 1.877.277.2288 - *Monday to Friday from 8 a.m. to 4 p.m.*
- Online Banking if you have a Canadian bank account (Scotia, RBC, BMO, TD, CIBC)
  - **Online Banking**
    - Select "Pay Bills"
    - Select "Set up a payment."
    - Enter the payee. Add Coast Mountain College as the payee.
    - Amount \$\_\_\_\_\_.
    - Account: Use your student number as the account number (e.g.0012345)
    - And the frequency from the drop-down menu.
    - Select "Next," then select "Set Up Payments."

Your application fee, damage deposit and first month's rent must be paid BEFORE you can check-in. Check-in hours are Monday to Friday, 8:30 a.m. to 3:30 p.m.

Intake into the dorms **MUST** be during regular office hours.

Housing access depends on completing an intake process with the Student Housing Coordinator and having your picture taken and a Student ID created. Your student ID is also your key for accessing the dorms, and this setup can only take place Monday to Friday, between 8:30 a.m. and 3:30 p.m.

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



### Housing Rates Terrace Campus:

Description	Fees
Individual Room in Quad or Triple Rooms	\$600.00
Refundable Damage Deposit	\$300.00
Non-refundable Application Fee	\$50.00

*Rates Effective 2021 Fall Semester*

### Description of [individual rooms](#):

Every single room is equipped with a twin bed, night table, study table, chair, and wardrobe.

### [Wii Gyemsiga Siwilaawksat Layout and Services](#):

The main building has three floors and two wings on each floor. Each wing has a shared kitchen. The kitchens are supplied with fridges, stoves and microwaves.

**\*\*Students are not allowed to bring personal fridges or cooking appliances. For example, no hotplates, slow cookers, toasters, burger makers etc.** All students living in Housing are responsible for cleaning their room and the shared kitchen area, and the shared spaces within the units such as the kitchenette, bathroom, living area, and storage. Cleaning must be completed at the time of cooking.

It is the responsibility of the student to understand and abide by all housing information, policies and procedures. This information is available in the [Student Housing Handbook](#).

For additional information, please visit our website or click on the link below:  
[coastmountaincollege.ca/student-services/accommodation/housing](http://coastmountaincollege.ca/student-services/accommodation/housing)

### Anjo Colago

Student Housing Coordinator

T: 250.635-6511 Ext 5309

M: 250.641.7609

Toll Free: 1.877.277.2288

[residence@coastmountaincollege.ca](mailto:residence@coastmountaincollege.ca)

# Housing Application

## Terrace Campus

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Please complete all information before submitting and print clearly

Personal Information		
<hr/>		
First Name (Legal name) _____		Last Name _____
Permanent Address _____		Birth date: (mmmm/dd/yyyy) _____
City/Town _____ ( ) _____	Province _____	Postal Code _____
Cell phone _____	email (please print clearly) _____	CMTN Student I.D. # _____
I am Requesting a: Quad Suite Triple Suite Single (Wheelchair accessible only) *Note: preferred rooms are not guaranteed.	I would like to share the suite with: Full Name: _____ CMTN Student I.D.# _____	I identify as: Male Female Other
Emergency Information		
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Emergency Contact: First Name _____		Last Name _____
_____		( ) _____
Relationship to Emergency Contact _____		Phone Number _____

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

Program Information		
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Name of Course or Program _____	Start Date: (mmmm/dd/yyyy) _____	End Date: (mmmm/dd/yyyy) _____

**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 48 hours of their program end date unless the Student Housing Office has approved other arrangements.

### 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, which CMTN may amend at any time with appropriate posted notice.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
mmmm dd yyyy

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