



APPLICATION FOR RESIDENCY

THIS IS AN 8 MONTH CONTRACT FROM SEPTEMBER TO APRIL.

BASIC INFORMATION

1. Name (First/Middle/Last): _____

Address: _____ City: _____

Province: _____ Postal Code: _____ Country: _____

Telephone: (____) _____ Email address: _____

Gender: Male Female Birth Date: ____/____/____ Health Card Number: _____
month day year

Marital Status: single married divorced separated

Do you have any medical issues or allergies the MCC Staff should be aware of? no yes

If yes, provide medical issue/allergy _____

Do you have an EpiPen? no yes Where do you keep it? _____

2. Emergency Contact – Parents/Guardians: _____

Telephone: (home) _____ (work) _____

Second Emergency Contact: _____ Relation to you: _____

Telephone: (home) _____ (work) _____

3. Dates Requested: _____ to _____

I have enclosed the \$200 security deposit

I declare that the above are answered fully and accurately to the best of my knowledge. I have read and understand the attached "Fees and Policy" & "Rules and Guidelines" for Residency. I understand this is an 8 month contract. If admitted, I agree to abide fully with all rules and standards of the College.

Signature of Applicant _____ Date _____

Parent or Legal Guardian (*print*) _____

If student is under the age of 18 years

Signature of Parent or Legal Guardian _____ Date _____

If student is under the age of 18 years

FEES AND POLICY

1. This Residency Application is an 8 month contract from September to April.

2. Room Rental: MCC student \$3,000/school year
 Security Deposit \$ 200/room

Rental fees may be paid in full by September 4, 2018 or in two installments:

September 4, 2018 \$2,250
January 2, 2019 \$ 750

3. Payment Options:

- Cash, money order to: Maritime Christian College, 503 University Ave. Charlottetown, PE C1A 7Z4
- Interac e-transfer to pching@mccpei.com
- PayPal on our website: mccpei.com/support-mcc/ (note it is a payment)

4. The security deposit must be paid by August 1. The security deposit shall be refunded if the room is left in the required condition.

5. Dates: Last day to Reserve Room In Residence – August 1, 2018
Residence Opens for the Fall Semester – September 4, 2018
Residence Closes for Christmas Break – December 12, 2018
Residence Opens for Winter Semester – January 4, 2019
Residence Closes for the Year – May 11, 2019

Special permission must be granted from the Building Supervisor for early arrival or late departure.

6. Late Arrival:

- Residents are required to provide an expected arrival time for moving into MCC, within a two hour period (example: "I will arrive between 10am and 12pm").
- MCC staff reserves the right to approve or reject the requested move in time.
- Residents who do not arrive within the agreed upon time will be charged a Late Arrival fee of \$50, and may not gain access to the building at the time of their arrival.
- Residents can avoid the Late Arrival fee by informing the Building Supervisor a minimum of two hours prior to the agreed upon arrival time.

7. Late Move Out:

- Residents must be moved out by 11am on the last day of their rental agreement.
- To be moved out you must:
 - i. Remove all belongings from your room, fridge and freezer space, and cupboard
 - ii. Remove all garbage, sort, and place in proper bins on residence floors
 - iii. Leave your room in a clean and orderly fashion
 - iv. Return your keys to the Building Supervisor
 - v. Have a room inspection card completed and signed with the Building Supervisor.
- Residents will not be considered moved out until all the above steps are completed.
- Residents who do not move out by 11:00am will incur a \$50 Late Move Out fee for the day. An additional \$50 fee will be charged for that night if the resident is not moved out by 4:00pm. Subsequent charges will be made for any additional days and nights.

8. If you leave or are evicted before the end of the contract:

- If you leave or are evicted in September 50% of the rental fee for the school year will be charged.
- If you leave or are evicted during October to December 75% of the rental fee for the school year will be charged.
- If you leave or are evicted during January to April 100% of the rental fee for the school year will be charged.
- If you are evicted and remain beyond the eviction date you will be charged \$50 per night in addition to the regular room rental fees.

9. We are unable to provide an allergen-free environment.

10. Everyone living in residence is subject to room checks.

11. During the school year residence is for students only; during the summer we may rent to others.

12. If you would like to extend your stay, you must submit a new rental application for consideration.

Rent Includes:

- Parking
- Electricity
- Heat
- Wireless internet access
- Cable in the common lounge
- Local phone
- Fridge & freezer space
- Assigned kitchen cupboard

Things to Bring:

- Pillow
 - Sheets (single)
 - Comforter/Duvet/Quilt
 - Alarm clock
 - Slippers
 - Sticky tac or command hooks
 - Hair dryer
 - Towels
 - Lamp
 - Headache & cold medication
 - Clothes hangers
 - Toiletry items
 - Laundry detergent
-

COLLEGE USE ONLY

Approved

Denied

You may move in on: _____

Building Supervisor Signature _____ Date _____

Application Received: _____

Copy of Application returned to Applicant on: _____

Security Deposit Received: _____

Reference Letters received: 1. _____

Dorm Room Assigned _____

2. _____

Date Moved In: _____

Date Moved Out: _____

Room Key Issued: _____

Room Key Returned: _____

Main Entrance Key Issued _____

Main Entrance Key Returned: _____

NOTES: _____

Mail to:
Maritime Christian College
503 University Avenue
Charlottetown, PE C1A 7Z4

Email to: admissions@mccpei.com

Fax to: 902-892-3959