



APPLICATION FOR RESIDENCY – NON-MCC STUDENT

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. I am a student at: _____
- Student ID Card (photocopy or scan): provided with application will provide when I receive it
3. Have you ever been convicted of a felony? no yes if yes, please explain _____
- _____
4. Have you ever been evicted from tenancy? no yes if yes, please explain _____
- _____
5. Have you ever intentionally refused to pay rent? no yes if yes, please explain _____
- _____
6. Do you smoke? no yes if yes, please note that MCC is a non-smoking building and property.
7. Emergency Contact – Parents/Guardians: _____
- Telephone: (home) _____ (work) _____
- 2nd Emergency Contact: _____ Relation to you: _____
- Telephone: (home) _____ (work) _____
8. Where did you hear about MCC? _____
9. Rental Dates Requested: _____ to _____

RESIDENCE HISTORY

1. Current Address: _____
Landlord Name: _____
Landlord Phone: _____ Landlord Email: _____
From _____ to _____ Rent Amount _____
Reason for Leaving: _____

2. Previous Address: _____
Landlord Name: _____
Landlord Phone: _____ Landlord Email: _____
From _____ to _____ Rent Amount _____
Reason for Leaving: _____

REFERENCES

1. Two character references are required, preferably an elder, minister, employer, teacher or coach. These recommendations will be seriously considered in determining your admission into residence. References cannot be relatives. **Distribute the two enclosed "Resident Applicant Reference" forms and return envelopes to your chosen references.**

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: Non-MCC student \$3,580/school year
Security Deposit \$ 200/room

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

September 4, 2018 \$2,685
January 2, 2019 \$ 895

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: jstevenson@mccpei.com

Fax to: 902-892-3959