



## Students' Rights and Responsibilities – Community Standards

Read through the following rules carefully. **You are responsible for following them during your stay here.** If you have difficulty understanding these rules, please ask an EF staff member for an explanation. Individuals may be required to leave EF at their own expense, subject to fine/or other disciplinary action(s) if these rules are broken.

The opportunity to participate in this academic community requires individual responsibilities. By choosing to come to EF, you indicate knowledge and acceptance of the responsibilities outlined in this document. Three general principles guide EF's Community Standards:

- Respect for Academic Integrity
- Respect for People
- Respect for Property

Should the rules and responsibilities outlined in this document not be adhered to the following progressive discipline schedule may be followed:

The following rules are to be followed by all EF students staying at Harrington Sherbourne.

### Substance Use:

#### **You are NOT permitted to smoke or drink inside the residence!**

- **Alcohol:** The legal drinking age in Ontario is 19. Drinking in the residence is not allowed. Any alcohol found will be confiscated by the Residence Advisor.
- **Smoking:** It is illegal to buy cigarettes if you are under the age of 19. You are not allowed to smoke anywhere within the residence and Ontario Law mandates you smoke 9 metres away from any building entrance.
- **Other substances:** Possessing and using any kind of drugs, including cannabis at the residence is strictly prohibited. Any drugs found will be confiscated by the Residence Advisor, you will be required to meet with the School Director and potentially local law enforcement.
- Smoking any substance within the residence is strictly prohibited. Anyone breaking this rule will be asked to leave the residence permanently and will be charged for the damage caused, as per the Building Management rules.

**Any unauthorized or banned substances will be confiscated and not returned to the student.**

**Noise:**

Be mindful of others and try to keep noise down. Quiet hours are between 23:00 and 08:00 daily.

**Damages:**

If you damage the room you will be charged for the repair (amount will depend on the severity of the damage). If you see any damage in your room or apartment, then please bring this to the attention of the Residence Advisor or Bartosz Mosio at the school within 48 hours of check in.

**Room Checks:**

Residence Advisor can enter the apartment to perform a random room and apartment check for unauthorized substances, guests and for any other reason.

**Cleanliness:**

Please clean up after yourself. Keep your room and public areas tidy. Wash your dishes / pots and pans as soon as you are done using them.

**Visitors:**

Daytime and overnight guests in your room and apartment (even if they are other EF Students) **are not allowed**. If you would like to have a visitor, then you can use the common rooms on the 2<sup>nd</sup> floor.

**Key, fob and laundry card:**

Please take care and look after your key, fob and laundry card. If you lose your key, fob or laundry card then please let your Residence Advisor or Bartosz Mosio in the Housing Office know immediately. There is a replacement fee for misplaced and or lost keys, fobs and laundry card.

**Replacement fee to be paid in school:**

- Key- \$20.00
- Fob- \$40.00
- Laundry card- \$15.00

**Minors- under the age of 18:**

You are required to inform Residence Advisor and school if you are going on an overnight trip or EF trip.

**Curfew Hours:**

Sunday to Thursday: 23:00  
Friday and Saturday: 00:00 (midnight)  
You need to be in your apartment at this time.

You will be provided with an EF student card upon arrival. EF Resident Advisor, Harrington Housing staff or Harrington Sherbourne security/staff can ask to see this at any time. Please keep it with you while at the residence.

**Check out time:**

Check out time at the residence is 11:00AM. If you would like to check out later, then please speak with Bartosz Mosio in the Housing Office.

**Warnings & Penalties – students that violate and break any of these rules will have their sales agents informed as well as being subject to the following:**

1 <sup>st</sup> warning	Meeting with Residence Manager – Bartosz Mosio.
2 <sup>nd</sup> warning	Meeting with Housing Manager.
3 <sup>rd</sup> warning	Meeting with School Director.
3+ warnings or violence	Expulsion (you must leave EF Toronto)

Should you have any questions about these rules, please see Bartosz Mosio at the EF Toronto school, on the 1st floor. You can also speak with your EF Resident Advisor on-site at Harrington Sherbourne.

**Check in list:**

By signing below, I (the student) confirm that I have received:

- 1 Key fob to enter the residence. Key fob number: \_\_\_\_\_
- 1 Key to the EF apartment
- 1 Laundry card. Laundry card number: \_\_\_\_\_

*I understand all of the rules at Harrington Sherbourne:*

Student's name: ..... Date: .....

Student's Signature: .....

*I have explained all of the rules at Harrington Sherbourne to the above student:*

Staff name: ..... Date: .....

Staff Signature: .....