

Letter sent Reference

# PLEASE READ THE GUIDELINES ON THE REVERSE OF THIS FORM BEFORE YOU COMPLETE THIS APPLICATION.

Campus 🔲 Lac La Biche 🗌 St. Paul				Program Applied For:									
TYPE OF ACCOMMODATION REQUIRED				Required for: Fall Winter Spring									
FAMILY HOUSING				SINGLE STUDENT									
2 bedroom townhouse				Residence Hall – single occupancy									
3 bedroom townhouse				Residence Hall – double occupancy         St. Paul – single occupancy									
2 bedroom suite – St. Paul       Residence Hall – couples/or mom's n' tot       St. Paul – double occupancy         APPLICANT INFORMATION – TO BE COMPLETED BY ALL APPLICANTS													
APPLICANT INFORMATION	- TO BE COM	PLETE	ED BY	ALL AP	PLI	CANTS							
Last Name	First Name					Initial	day	Birthdate month	year	Age			
Permanent Mailing Address (Street, Apt. or Box Number)							Student I	D (if known)		Male Female			
City / Town	Province	ovince Postal Code			Telephone Number			Cell Phone Number					
E-mail Address: ( ) How long have you lived at						ved at this a	at this address?						
Marital Status : Single Married/Common law Dependants: Yes No													
Have you previously lived at Portage College in Student Housing?													
No Yes If yes, state year, and type of accommodation Single Housing Family housing													
Family Accommodation Applicants: Estimated previous year's income \$         All Family applicants MUST provide a written tenancy or character reference including a detailed residency history for the last 3 years. Verified:													
Studies will be financed through:					lanoa			o youro.					
	and Priv	/ate		ther									
DEPENDANT INFORMATION	I - TO BE COM	IPLETI	ED FO	r appl	ICA	TIONS FOR	FAMILY	HOUSIN	G				
Spouse's Last Name First	st Name		Initia	ial Number of dependa		er of dependants				_			
Is your spouse attending Portage College?				N	lame		Rel	ationship		Age			
	itudent ID#												
Program													
							<u> </u>			<u> </u>			
						CANTS - DE				age College)			
APPLICANT DECLARATION - TO BE COMPLETED BY ALL APPLICANTS - READ CAREFULLY.  I certify that the information provided by me is true and that no relevant information has been withheld. I understand that any or all of this information may be verified in order to process my application for housing services. I also agree that I will abide by all College rules and regulations if I am accepted into Student Housing.  Signature Date of Application Upon confirmation of acceptance to Housing a security deposit will be required to guarantee your accommodation.													
	VEDICICATIO	N											
FOR HOUSING OFFICE USE ONLY		Program Registered In			Date Received			Ve	Verified by				
Full-time Accepted													
Financial arrangements in order	-			F	rogra	m Start							
Daycare arrangements in order			F	Decision Date of D		Accepted for	Ĩ	Not Acce	epted for H	lousing			

### GENERAL INFORMATION

We are collecting your personal information under the authority of the College's Act (RSA 2000, Chapter C-19), which mandates the provision of programs and services provided by post-secondary educational institutions. We ask this information to determine your eligibility for housing services. If you have any questions about the collection of this information, you may contact Student Housing at 780- 623-5573.

## STUDENT HOUSING GENERAL GUIDELINES

- Before you fill out this application form, please read the following information on some basic rules and regulations affecting students who choose to access housing services. It is important to consider possible lifestyle changes while you are living as a student in a college housing environment. These basic housing rules are enforced on a strict basis. Your signature on this form indicates that you understand your responsibilities as a patron of Portage College Student Housing Services.
  - All student housing is smoke free.
  - Firearms are not permitted on the premises.
  - Pets are not allowed.
  - Rates include furniture, appliances, all utilities, cable and parking. Telephone hook-ups/long distance charges are your responsibility.
  - A cancellation fee of \$50.00 will be deducted from your security deposit, if you fail to provide Student Housing with at least two weeks' notice that you will not be moving into Student Housing.

> You will be required to sign an Occupancy Contract, which outlines your responsibilities and provides you with detailed housing rules and regulations.

- On-campus family housing is available for full time students who have lived 75 kms from the town of Lac La Biche for more than three years
  immediately prior to date of application as verified in residency history. There is no kilometer restriction for single students.
- All family applications must include a landlord reference with their application. If you have no previous rental history, arrange to provide a personal character reference from a respected community leader, agency representative, or employer. Family applications will NOT be processed without this information, and it is the responsibility of the applicant to provide the documentation to Housing Administration.
- Previous history in student housing will also be considered.

Send this application form to the following mailing address or FAX: 780-623-5725 or EMAIL: Housing-Staff@PortageCollege.ca

Housing Office Portage College Box 417 Lac La Biche, Alberta T0A 2C0

If you have any questions regarding housing services, please contact our office at 780-623-5573.

## Student Housing Rates - 2022/2023

Lac La Biche Campus			St. Paul Campus		
Family	Monthly Rent	Security Deposit	Family	Monthly Rent	Security Deposit
2 bedroom townhouse	\$969.00	\$800.00	2 bedroom apartment	\$837.00	\$800.00
3 bedroom townhouse	\$1061.00	\$800.00	*rate also applies to non-shared single student		
4 bedroom townhouse	\$1105.00	\$800.00			
Single Student	Monthly Rent	Security Deposit	Single Student	Monthly Rent	Security Deposit
Residence - double occupancy	\$400.00	\$400.00			
Residence - single occupancy	\$558.00	\$400.00	Residence – double occupancy	\$400.00	\$400.00
Townhouse	\$558.00	\$400.00	Residence – single occupancy	\$558.00	\$400.00
Daily Rate – All locations					
Max. charged is monthly rate		Daily Rent			
Residence - double occupancy		\$45.00			
Residence - single occupancy		\$51.00			
Townhouse - single occupancy		\$5100			

Rent fee is due on the first day of each month.

Sub semester payment: Stays of less than 16 weeks will be billed as a package, with full payment expected upon check in.

### Other Circumstances

Family Shared with Single: Student pays single in townhouse rate/\$400 security deposit with meal plan exempt, and family pays balance of rent plus \$100 extra impact/\$400 security deposit. Two Families Shared: \$100 extra impact – rent shared – separate student accounts – security deposit is \$400 each. Couples pay single rate with a \$400 security deposit and are meal plan exempt.