

Yukon University acknowledges that Yukon First Nations have inhabited this land since time immemorial. This is evidenced by Yukon First Nation oral histories, archeology finds, personal First Nation names, First Nation place names for the land and water, First Nations stories and more.

In the spirit of advancing reconciliation, we respectfully acknowledge that Yukon University campuses and land-based classrooms are within the ancestral lands of the 14 Yukon First Nations. We thank those who have protected and preserved the lands over time. Yukon University is committed to upholding self-determination and decolonizing actions, through education.

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INTRODUCTION

Welcome to Campus Housing!

We're thrilled to have you join our on-campus community. As an occupant, you'll have the opportunity to learn new skills, broaden your perspectives, and immerse yourself in diverse cultures, all while discovering more about yourself. Your time here will be enriched by both academic and housing experiences. While living with others may require adjusting to different lifestyles, it also offers a unique chance to connect with peers, learn from other cultures, and build lifelong friendships.

Important Information

This Handbook is your go-to resource for ensuring a safe and comfortable stay in Campus Housing. It outlines the essential policies and regulations, but your active participation will truly make this community a vibrant place to live and study. We're excited to meet you and wish you success for the upcoming year!

Legal Agreement

Please note that this document serves as a legally binding agreement (referred to as the "Contract") between you and the University. The terms of this agreement are detailed in the Occupancy Agreement, which will be provided when you secure your place in Campus Housing. This Contract includes the Acceptance of Campus Housing Contract Page, the Contract Confirmation, and the ID and Emergency Contact Card.

Housing Policies and Regulations

The Contract governs the policies, rules, and expectations for housing managed by Campus Housing. It is essential to familiarize yourself with these terms to ensure a smooth and enjoyable experience.

Contact and Support

The Campus Housing Office is open from Monday to Friday, 8:30 a.m. to 5:00 p.m. (excluding statutory holidays). We are located at 500 University Drive. You can enter through 7S and turn right or enter through 7N and turn left. We can also be reached at (867)668-8731, or campushousing@yukonu.ca.

Our staff is here to help with any questions or concerns you may have, and we're committed to making your stay as positive as possible.

Summary of Contract

Part 1: Administration

This section covers the administrative requirements, procedures, and deadlines related to Campus Housing. It addresses many frequently asked questions. For additional information, visit [the Campus Housing website](#) or contact the Housing Operations Coordinator at the Campus Housing Office located at 500 University Drive.

Part 2: Campus Housing Life and Part 3: Campus Housing Standards and Regulations

These sections outline the behavior expected of all occupants and their guests, both on campus housing property and during housing-related events, including those held off-campus. Living in campus housing differs from private housing. Behaviors that may be acceptable in private homes might be unsafe or inappropriate in a shared campus environment. Campus Housing supports the University's academic mission, and occupants must adhere to these standards.

Part 4: Procedures

This section outlines how complaints, investigations, and disciplinary matters are handled within Campus Housing. It details the complaint process, investigation procedures evaluated under the balance of probabilities standard, and the progressive discipline ranging from reminders to eviction. It also defines the restorative and punitive sanction framework, your rights and responsibilities as an occupant, and the formal process and timelines for appealing administrative decisions.

Part 1: Administration (Detailed Terms)

Interpretation of Terms

- **You/Your/Occupant/Occupants/Student/Students:** Refers to the person(s) living in campus housing.
- **Your Accommodation/Room:** Refers to the assigned living space in the Contract.
 - For one, two, or three-bedroom apartments: it includes the entire apartment.
 - For shared accommodations: it includes your room and the shared living area (referred to as the “unit”).
- **Guest:** Refers to your designated roommate (if applicable) and anyone you bring onto, invite, or allow into campus housing property, which includes all campus housing buildings operated by Campus Housing.
- **Acceptance of Campus Housing Contract Page:** The web form completed during the online acceptance process, referred to as the Occupancy Agreement Contract.
- **Assessment:** Refers to any bill issued by the University for damage, repairs, lost property (including keys), or extra services, cleaning, administrative fees, or costs caused by you, your roommate, or your guests, whether due to accident, negligence, or intent.
- **Fees:** Refers to campus housing fees, along with all other charges or amounts owed to the University under this Contract, including assessments, costs, interest, and amounts due for any breach of the contract.
- **Move-In Date:** The date specified in the Acceptance of Campus Housing Contract and Contract Confirmation, unless otherwise agreed in writing by both parties.
- **Move-Out Date:** The date specified in the Acceptance of Campus Housing Contract Page and the Contract Confirmation, unless otherwise modified in writing by you and an authorized YukonU Campus Housing representative.
- **Campus Housing Fees:** The housing fees applicable to your accommodation as set out in Appendix I Schedule of Fees. These fees cover utilities and YukonU internet but exclude telephone service.
- **Campus Housing Property:** Refers to all buildings and surrounding areas managed by YukonU Campus Housing.
- **University/YukonU:** Refers to Yukon University. Campus Housing is a department of the University's infrastructure, with the authority to act on behalf of the

University regarding this Contract. Any references to Campus Housing imply the University acting through Campus Housing.

1.01 Binding Contract

By clicking "Accept" on the Acceptance of Campus Housing Contract Page during your online offer process, you formally accept the University's offer for student housing managed by Campus Housing. This acceptance confirms that you agree to comply with the terms and conditions of this Contract.

Before moving into your assigned accommodation, you are required to:

- Pay the Damage Deposit, complete and sign the Occupancy Agreement Contract Confirmation, ID, and Emergency Contact Card, and provide any photographs requested by Campus Housing.
- Pay the campus housing fees as outlined in the Acceptance of Campus Housing Contract Page and section 1.11 of this Contract.

Even if you miss a step in the acceptance or move-in process, by taking possession of the offered accommodation, you agree to the terms and conditions outlined in this Contract, thereby establishing a binding agreement between you and the University.

1.02 Contract Term

The Contract term begins at 9 a.m. on the Move-In Date and ends at 12 noon on the Move-Out Date. By the Move-Out Date, you are required to have vacated and returned your accommodation to the University.

1.03 Room Assignment

Room assignments are made at the discretion of the Campus Housing Office. While requests for specific floors or units submitted in the Application Form may be considered, they are not guaranteed and are subject to approval by the Housing Operations Coordinator.

Mailing Address:

- (Your Name), (Unit Number), (Building Number)
University Drive, Whitehorse, Yukon Y1A 5K4
Building numbers are 500, 510, or 520 University Drive.

1.04 Wi-Fi Agreement

A free wireless network is provided in all Campus Housing buildings by Yukon University, subject to the following conditions:

- Use of the network is at your own risk, and access is provided as-is.
- Continuous service and specific network speeds are not guaranteed.
- Technical support is not provided for connection issues.
- You must ensure that your device has a compliant wireless card and is equipped with up-to-date antivirus and antispysware software.
- The University reserves the right to restrict network traffic to maintain the stability of primary services.
- Excessive downloading may result in restricted or terminated service for the affected building.

You are responsible for any activity that originates from your device(s). Any disruptive or harmful actions traced to your device may result in associated costs and potential disciplinary action. The following uses of the wireless network are prohibited:

- Commercial use.
- Offering DHCP or Domain Name Services (DNS);
- File-sharing or bandwidth-intensive applications that degrade service quality.
- Distributing pornographic content.
- Engaging in malicious activities or harassment.
- Violating copyrights.

Accessing the Wireless Network:

- If you do not have a student account, sign in using the Guest wireless network and provide your email address.
- Student computer accounts are activated the day after course registration.

Sign-In Instructions for YukonU Wireless Network:

- At Ayamdigut Campus, select the "Yukon-University" network.
- **Username:** firstname.lastname
- **Password:** Use your Office 365 account password.

If you encounter issues with Wi-Fi access, follow these steps:

1. Review the IT page about the New Yukon University Wireless [here](#).
2. Submit a help ticket to the IT department via [this link](#), select "Open a New Ticket," and choose IT/Network and Internet.

Private Service Outlet

All units are equipped for wireless internet, telephone, and cable. Private service is available at your own expense by contacting a local provider (e.g., Northwestel) for activation. The following actions are prohibited:

- Use of personal wireless devices that interfere with the university's network, such as routers and cordless phones.
- Installing or using satellite dishes or unauthorized telecommunications equipment or services.
- Tampering with cable connections, splitting, splicing, or attempting unauthorized signal access.

1.05 Type of Contract

You agree that this Contract creates a licensee/licensor relationship.

As stated in Section 3(b) of the Yukon *Residential Tenancies Act*:

"This Act does not apply to living accommodation owned or operated by an educational institution and provided by that institution to its students."

Consequently, standard landlord-tenant legislation does not apply, and you are bound strictly by the terms of your Housing Contract.

Each Housing Contract is comprised of multiple documents issued by the Campus Housing Office that outline required standards of behavior and procedures for all occupants and guests:

- Campus Housing Agreement
- Schedule of Fees
- Campus Housing Handbook
- Any subsequent contract amendments, official office notices, or documentation created through the disciplinary process.

Additionally, you are required to abide by all federal, territorial, and municipal laws, regulations, and bylaws, as well as all Yukon University rules, policies, and procedures.

If a discrepancy arises between the *Campus Housing Agreement* and any other document listed above, the provisions of the *Campus Housing Agreement* shall prevail. The Campus Housing Office reserves the right to amend any part of the Contract at any time, provided occupants are notified of such amendments in writing.

1.06 Eligibility

1. Age Criteria

- You must be 19 years of age by August 31, 2026, unless you have written authorization from Campus Housing to reside at YukonU Campus Housing.

2. Academic Criteria

To remain eligible to live in your accommodation, you must:

- a. Be registered for a minimum of 9 credits per term in YukonU undergraduate courses during the 2026-2027 fall and winter terms, and
- b. Remain a full-time student at YukonU. This includes being enrolled in a program that has a “Program Completion and Closure Date,” which is different from your convocation date, or
- c. Obtain written permission from the Housing Operations Coordinator if necessary.

3. Change in Eligibility

- If you become ineligible for campus housing (e.g., you complete your program), you must notify Campus Housing in writing within two days of the change in status and vacate your accommodation within two days.

1.07 Assignment Policy

- The University will not discriminate in assigning rooms or units based on race, color, religion, place of origin, ancestry, or sexual orientation.
- While the University will try to accommodate your requests for specific types of accommodation, it does not guarantee them. Failure to provide your preferred accommodation does not invalidate this Contract.

- The University reserves the right to assign or change roommates, modify accommodation assignments, and consolidate vacancies as needed. This may involve:
 - Moving you to a different campus housing area, floor, building, or type of room.
 - Adjusting your fees to match the new accommodation.
 - Relocating you to a unit above the ground floor. Note that elevators may occasionally be out of order, and the University will address repairs promptly but is not liable for service disruptions.
- Mobility aids or devices (e.g., wheelchairs, scooters) should be stored in your bedroom unless written permission is obtained from the Housing Operations Coordinator to store them elsewhere.

1.08 Compliance with Laws and Regulations

- You agree to adhere to all federal, territorial, and local laws, University regulations, policies, and procedures, including those issued by Campus Housing. In case of discrepancies between this Contract and other Campus Housing publications, the provisions of this Contract take precedence.

1.09 Contract Changes

- Changes to the terms of this Contract require written permission from the Housing Operations Coordinator.
- The University may unilaterally modify or add provisions to this Contract during its term by notifying you via email to your YukonU student email address, delivering written notice to your accommodation, or posting a notification in your building. Changes are effective on the specified date or one week from the notification date if no date is provided. Immediate implementation may occur if the Housing Operations Coordinator deems it necessary for health or safety reasons.

1.10 Unit Condition Report

Upon moving in, you will receive a Unit Condition Report. You are responsible for:

- Reviewing the condition of your unit.

- Documenting any pre-existing damage.
- Returning the completed Unit Condition Report to the Campus Housing Office within 48 hours of moving in to ensure accurate documentation of your unit's condition.

Failure to return the Unit Condition Report within the specified timeframe will result in a service charge. Additionally, you will forfeit your right to appeal any damage charges and will be responsible for all charges assessed upon move-out.

1.11 Rates and Payment

You agree to pay the campus housing fees for your assigned accommodation, as outlined in Appendix I, according to the attached payment schedule.

1. If the first installment of the campus housing fees is not paid by the due date, you will forfeit your accommodation assignment.
2. Charges for campus housing fees will continue until you complete the contract termination and check-out process as outlined in section 1.12. Note the following terms regarding fees and payments:
 - i. Post-dated cheques are not accepted.
 - ii. A \$35 service charge applies to all cheques returned by your bank for any reason. You are responsible for any fees imposed by the University for failed electronic transactions, including electronic funds transfers and Interac transactions due to insufficient funds.
 - iii. Late payments may be subject to the following fees:
 - a. First late payment: \$25
 - b. Second late payment: \$25
 - c. Third late payment: \$50
 - d. Fourth and subsequent late payments: \$75 each

1.12 Arrivals

You may check in at the campus housing front desk after 9 a.m. on your designated Move-In Date. Early arrival is not allowed without written permission from the Housing Operations Coordinator.

1.13 Early Arrivals

In some cases, written permission for early arrival may be granted. Contact Campus Housing for more details.

1.14 Late Arrivals

If you plan to arrive more than five days after your Move-In Date, you must notify Campus Housing in writing. Failure to arrive within five days without notification may result in the cancellation of your Contract and reassignment of your accommodation.

1.15 Delivery of Personal Property

The University does not accept delivery of personal property to campus housing before your arrival. You must arrange for off-campus storage until you have checked in. After checking in, the front desk will accept certain items, but not:

- Packages requiring payment for delivery, customs, or other fees.
- Furniture, appliances, or large/heavy objects.
- Items deemed dangerous, illegal, or hazardous.
- Items impractical for storage.

It is your responsibility to confirm if the front desk will accept specific items. The University is not responsible for any items delivered, even if accepted at the Campus Housing Office.

1.16 Housekeeping

After checking in, you have two days to complete a “room inventory and condition” report via Erezlife. This report documents the condition of the accommodation, noting any existing damage or missing inventory. Upon move-out, an inspection of the room and common areas will occur. Any missing items, damages not noted in the report, or required cleaning will be assessed, potentially reducing any campus housing fee refunds. Failure to complete this report may result in you being held responsible for all damages and missing items.

Common areas will be inspected periodically throughout the year for cleanliness and safety. Failure to keep these areas clean may result in assessments, relocation, or denial of future campus housing.

1.17 Repairs and Alterations

Campus Housing buildings, facilities, and grounds are owned by the Government of Yukon,

with Yukon University serving as the property manager. You are required to cooperate in the care and maintenance of your unit and must report any accidents, damages, or defects, such as broken windows, clogged drains, or faulty electrical outlets, to the Campus Housing Office immediately. Maintenance requests can be made in person, by phone, or by email, and should include your name, unit number, and details of the problem.

All maintenance issues are communicated to the Government of Yukon, which schedules government employees or private contractors to handle repairs. Maintenance personnel and Yukon University agents may enter your unit to perform repairs, especially when requested by you, without prior notice. The University will try to provide 24-hour notice for scheduled maintenance whenever possible.

You may be held financially responsible for repairs if:

- You fail to report damage or defects in a timely manner.
- You leave doors or windows open, causing plumbing to freeze or allowing rain damage.
- You, your family, or guests cause damage to university property.

In cases where freeze-up, flooding, or fire is not due to your negligence, the University is responsible for repairs, but you are responsible for your personal property. If determined negligent, you are responsible for all costs.

Repairs and alterations to the accommodation are managed by the University. Occupants are prohibited from making repairs or alterations and must report necessary repairs through Erezlife (maintenance request). Alterations such as painting, wallpapering, or attaching items to the exterior of your room or unit are strictly prohibited.

1.18 Pest Treatment

A pest control company inspects and treats Campus Housing several times during the academic year. You must not allow conditions that might promote infestations of insects, rodents, or other vermin and must report any suspected pests immediately to Campus Housing. University personnel may enter your unit to inspect for pests with or without notice. If treatment is deemed necessary, you must follow the prescribed treatment methods, including preparing your accommodation for treatment, which may involve relocation, cleaning, or disposal of personal items. The University does not reimburse for disruptions or loss of personal possessions related to pest treatment. Failure to comply with treatment instructions may result in you being held responsible for additional treatment costs.

1.19 Construction and Maintenance

Ongoing maintenance, renovation, and construction projects take place in and around campus housing, which may result in noise, dust, or service interruptions. Work generally occurs during regular business hours but may extend into evenings or weekends. Projects may continue through exam periods, and occupants may need to temporarily or permanently relocate to facilitate the work. There will be no reduction in housing fees or compensation due to such disruptions or relocations.

1.20 Storage

Storage spaces are limited in YukonU Campus Housing. In shared units, storing another person's belongings, such as a former roommate's items, in common areas is not permitted.

1.21 Transfers

If you wish to transfer to a different accommodation, you may request a transfer, but it is not guaranteed and requires approval from the Housing Operations Coordinator. Unauthorized transfers may result in being required to return to your assigned accommodation and possible disciplinary action. If moving to more expensive accommodation, you will be responsible for the difference in fees. Refunds for moving to less expensive accommodation will be credited to your account. The terms of your new accommodation contract apply after a transfer.

1.22 Transportation and Parking

- **Parking and Plug-ins**

Free parking is available near Campus Housing and University buildings, but no assigned spots are provided. Cold-weather plug-ins are available on a first-come, first-served basis during winter when temperatures drop below -20°C. Plug-ins are maintained by the Government of Yukon, and vehicle owners must provide their own extension cords. Vehicles parked improperly or in restricted areas may be towed at the owner's expense. You may be asked to move your vehicle for snow removal or maintenance and are expected to comply. The University is not responsible for any damage or loss to vehicles or their contents.

- **Bicycles**

Bicycle theft is a concern on campus, so good quality locks are recommended. Bicycles must be stored on designated racks or bars and not in hallways or areas that block exits. Any bicycles stored in unauthorized areas will be removed without

compensation. Periodically, bicycle racks will be inspected for abandoned bicycles, which will be tagged. If not dealt with after a reasonable notice period, the bicycles will be removed and disposed of. The University will not compensate for bicycles deemed abandoned and disposed of.

- **Theft or Damage**

The University is not responsible for the theft or damage of cars, bicycles, motorcycles, mopeds, scooters, or other vehicles, or their contents.

1.23 Room Entry

Authorized University personnel may enter your unit or room without prior notice for the following reasons:

- To ensure the health and safety of the community.
- To address the disruption or nuisance affecting the community.
- To make emergency repairs or investigate the need for urgent repairs.
- To complete repairs requested by you or a previous occupant.
- To inspect for pests as outlined in section 1.18 (Pest Treatment).
- To investigate a breach of contract.
- If you have granted permission.
- If the accommodation is believed to be abandoned or vacated.
- To provide access to emergency responders to ensure health and safety.

University personnel may also enter the common areas of shared units without notice for similar reasons, to deliver notices, or to make repairs.

A minimum of 24 hours' notice will be given for non-emergency access, such as:

- Inspections of the unit, room, or shared living spaces.
- Renovations, repairs, or deliveries deemed necessary by the University.
- Pest treatments (section 1.29).

Mandatory room/unit inspections will occur twice each term with 24 hours' notice.

When staff or contractors enter a student's unit or room (scheduled or emergency), they will follow the standard Canadian university entry protocol:

1. Knock on the door and announce themselves clearly.

2. Wait 10–15 seconds, knock again, and announce themselves a second time.
3. Unlock the door, open it slowly, and state their presence before stepping inside.
4. Upon completion, ensure the door is securely locked and leave a **Notice of Entry Card** detailing who entered, the time, and the purpose of the visit.

1.24 Termination of the Campus Housing Occupancy Agreement Contract by the University

The University may terminate this Contract and take possession of your accommodation under the following circumstances:

1. Failure to pay any fees stipulated in the Occupancy Agreement Contract when due.
2. Failure to pay any assessments as specified in the Contract.
3. Discovery that the accommodation offer was based on incorrect information or a mistake regarding your eligibility.
4. Non-compliance with eligibility requirements for residency.
5. Revocation of approval to attend courses by the Housing Operations Coordinator or Office of the Registrar/Admissions.
6. Failure to pay any amounts owed to Campus Housing for matters unrelated to the Occupancy Agreement Contract.
7. Violation of University rules, policies, or campus housing standards and regulations as outlined in Part 2 and Part 3 of this Contract.
8. Failure to provide requested recent photographs and other information required for the Contract Confirmation, ID, and Emergency Contact Card.
9. Breach of any provision of the Occupancy Agreement Contract.

In such cases, the University may:

- Terminate the Contract without notice.
- Re-enter and take possession of your accommodation.
- Remove you, any other occupants, and all property from the accommodation.
- Use necessary force and assistance to regain possession.

Following termination and eviction, you remain liable for:

- Any outstanding fees or assessments.
- Costs related to cleaning or repairing your accommodation.
- Costs for storing and disposing of any belongings left behind.
- Any fees for the remaining balance of the Contract term after eviction.

1.25 Departure Prior to the Move-Out Date

You may terminate the Occupancy Agreement Contract and vacate your accommodation before the Move-Out Date if you meet the following conditions:

1. Provide at least 30 days' written notice via eRezLife.
2. The proposed end date must be at least four months after your initial occupancy.

If these conditions are not met, you will be charged an amount equal to thirty (30) days of campus housing fees.

If you become ineligible for residency (e.g., completing your program), you must provide notice to terminate this Contract as specified in section 1.06(3).

You will be considered to have vacated your accommodation when:

- All keys are returned to the Campus Housing Office.
- All check-out procedures are completed, including signing check-out documents at the Front Desk.
- All personal belongings have been removed.

This applies even if you have not yet moved into your accommodation.

Campus Housing may waive the 30-day notice period in cases such as:

- a) Non-admission to YukonU.
- b) A substantiated medical reason preventing University attendance.
- c) Cancellation of your courses by the University.
- d) Loss of student status or withdrawal from the University.
- e) Part-time students approved by the Housing Operations Coordinator.
- f) If you are no longer a student, you must vacate Campus Housing within 48 hours unless otherwise directed by the Housing Operations Coordinator. Failure to notify the Office of a change in student status may lead to immediate contract termination.

g) Non-students or part-time students may be approved for housing depending on availability and at the discretion of the Housing Operations Coordinator.

h) Demonstrating unusual or compelling circumstances that merit special consideration, as judged by the Director, Campus Housing.

In all cases, you must provide documentation satisfactory to Campus Housing to substantiate your request.

1.26 Vacating Your Accommodation

To properly vacate your accommodation, you must:

- Complete the check-out procedures at the Campus Housing Office.
- Return all keys to the Campus Housing Office.
- Remove all persons and personal possessions from your accommodation no later than 12 noon on the Move-Out Date applicable to your contract term.

For shared units, ensure that the mattress pad provided is left folded on the bed. Failing to do so will result in an assessment for the missing item.

If you do not vacate by the required date:

- You will be responsible for all costs incurred by the University due to the failure to vacate, including cleaning costs and costs for providing accommodations for the incoming occupant.
- Any personal property left in the accommodation after the termination of the Contract will be removed and disposed of without compensation. The University is not obligated to store, sell, or recover the value of such property. If the University chooses to store it, you will be responsible for storage and disposal costs.

1.27 Assignment and Unauthorized Occupancy

Only you and, if permitted by this Contract, your designated roommate may occupy the accommodation. You cannot:

- Assign, sublet, lend, or otherwise share your accommodation with anyone else without written authorization from the University.
- Use short-term rental services (e.g., Airbnb) to allow others to stay in your accommodation, even if you are present.

Unauthorized assignment, subletting, or sharing will result in the immediate eviction of unauthorized occupants and may lead to your eviction.

1.28 Abandoned Accommodation and Personal Property

Your accommodation and personal property may be deemed abandoned if:

1. A significant amount of your property is removed, and campus housing fees are unpaid after they are due.
2. Campus housing fees remain unpaid, and you do not respond within 14 days after notice is sent.

If deemed abandoned, the University may:

- Re-enter and re-rent the accommodation without notice or liability for damage or prosecution.
- Remove and dispose of your and your guests' property without compensation. The University has no obligation to store, sell, or recover the value of such property.

1.29 Overholding

If you stay in your accommodation beyond the Move-Out Date or eviction date, the following conditions apply:

- No new right of occupation is created by remaining in the accommodation.
- The University may re-enter and take possession of your accommodation without notice, using necessary force and assistance.
- Any campus housing fee payments processed after the Move-Out Date will not create or extend any right of occupation unless explicitly agreed to in writing by the Housing Operations Coordinator.
- If such written agreement is provided, the right of occupation will be as specified in the agreement, at the previously applicable campus housing fees, and subject to the Contract's terms for the new occupancy period.

Any payments made for periods beyond the Move-Out Date will not extend your right of occupancy beyond a month-to-month basis (terminable by either party with one month's notice) and will be subject to the terms of this Contract as applicable to a month-to-month occupancy.

1.30 University's Performance

The University will provide accommodation as stated in this Contract, but it is not liable for:

- Failures or delays due to causes beyond its control, including strikes, acts of God, interventions by authorities, acts of war or terrorism, public health emergencies, or changes in laws and regulations.
- Failure to provide utilities or reduction in utility quality or quantity, whether provided by the University or third parties.

1.31 Liability

The University is not responsible for:

- Loss, theft, or damage to your or your guests' property, whether in the accommodation or on campus housing property.
- Any injury, death, damage, or loss occurring on the campus housing property or during university-sponsored activities.

You must not do anything that could void the University's insurance policies. You agree to indemnify the University for any expenses, losses, or damages caused by your breach of the Contract.

1.32 Insurance

The University carries insurance for its benefit but does not provide general, liability, or property insurance for your belongings. You are advised to obtain your own insurance policy covering:

1. Loss of personal property in your accommodation or campus housing property.
2. Liability for loss or damage to others' property, including Yukon U's property.
3. Liability for personal injury to others.

Insurance may be available through your family's home insurance or a separate policy.

1.33 Damages and Costs

You are responsible for:

- Damages, lost property, or extraordinary service costs caused by you, your designated roommate, or your guests.
- Cleaning fees, lost key or swipe card fees, garbage removal costs, and repair costs for damage to your unit.

If responsible individuals cannot be identified, all occupants may be assessed for cleaning, damage, or lost property. Late payment of charges may result in denial of future campus housing assignments or eviction.

To appeal an assessment, contact the Housing Operations Coordinator, but appeals will only be considered if you are current on all other fees and charges.

Safety and Security

Campus Safety and Security Officers are on duty 24/7 to promote safety and respond to security concerns. For disturbances, complaints, or after-hours assistance, you can call **867 334 6042**. When leaving a message, provide your name, unit number, and the nature of your request. For immediate danger or emergency situations, call **911** (or **9-911** if using a Campus Housing landline).

You are responsible for securing your accommodation and building by locking doors and windows, not forcing or propping open entrance doors, and not allowing unknown persons into buildings. Any security concerns or unknown persons should be reported immediately. You are not allowed to make copies of any Campus Housing keys or key cards.

Safety Tips from Security Services

- Familiarize yourself with fire safety and evacuation procedures (refer to fire maps in your unit).
- Keep your doors and windows locked, especially when sleeping or not present.
- Do not lend your keys to others.
- Report damaged locks, lights, and other safety hazards to the Campus Housing Office.
- Avoid leaving valuables in visible or common areas.
- Do not store large amounts of money in your unit.
- Ensure your belongings are covered by insurance.
- Do not prop doors open or grant entry to unknown individuals.
- Report any suspicious persons or behaviors.

- Be cautious of wildlife (check the informational posters in your unit).
- Walk with friends on trails, and use well-lit, well-traveled roads and pathways.

1.34 Protection of Privacy

Your personal information will not be released to people outside the university administration, including family and friends, without your written consent, unless required by law. Information may be shared within university departments only when it is necessary for fulfilling their responsibilities, particularly if it concerns the health or safety of an individual or the community.

1.35 Pets

Pets and animals are not allowed in campus housing or on campus property, even temporarily. This restriction also applies to guests' pets.

1.36 Student Status

Campus Housing is primarily for full-time students at Yukon University. While the Admissions Office informs Campus Housing of student status changes, it is your responsibility to notify the Campus Housing Office if your student status changes. If you are no longer a student, you must vacate campus housing within 48 hours, unless otherwise instructed by the Housing Operations Coordinator.

Part-time students may be allowed housing at the discretion of the Housing Operations Coordinator. If space is available, non-students may also be considered for campus housing approval.

1.37 Roommate Agreements & Conflict Resolution

Roommate Agreement: Within the first two weeks of move-in, occupants of shared units must complete a **Roommate Agreement Form** outlining quiet hours expectations, cleaning rotations, guest preferences, and shared item rules.

Step-by-Step Conflict Resolution: When conflicts arise regarding noise, guests, or cleanliness, occupants are expected to attempt direct, respectful peer-to-peer communication first. If issues persist, occupants can request a facilitated mediation session with a Student Life Coordinator or Housing Operations Coordinator before formal disciplinary reports are filed.

1.38 Outdoor Spaces, Patios, Backyards, and Balconies

Patios, backyards, and balconies are intended for personal use, must remain clean, clutter-free, and safe, and must be maintained within designated unit boundaries. Storage of hazardous materials, automotive parts, or similar items in backyards, patios, or balconies is strictly prohibited.

Patios & Backyards:

- All personal property must remain strictly within assigned unit boundaries.
- Yukon Government (YG) groundwork occurs seasonally (primarily May–October). Campus Housing will provide advance notification of groundwork. Occupants must clear all personal belongings prior to work commencing. Failure to clear personal items will result in removal by University Infrastructure, and cost-recovery fees will be assessed to the occupant.
- Portable play structures are permitted only if they do not exceed 44"W × 50"D × 53"H and are easily movable. Occupants must confirm compliance with Campus Housing prior to setup.
- Barbeques (BBQs) are permitted on patios only and must be kept at least 1 metre away from all doors and building walls/structures. BBQs are strictly prohibited on balconies.

Balconies:

- Must be kept clean, clear, and free of clutter.
- Smoking and vaping on balconies are strictly prohibited (see Section 18).
- Hanging items over or from balcony railings (including plants, laundry, or decorations) is prohibited.
- Barbeques (BBQs) are not permitted on balconies

Exterior Equipment & Alterations:

- Installing or placing satellite dishes, antennas, or internet receivers on exterior grounds or exterior walls is prohibited. Mounting equipment is permitted solely on designated privacy screens if done safely without causing structural damage or alterations.
- Any unauthorized exterior modifications or property damage caused by equipment installation will result in repair assessments charged directly to the occupant or deducted from the damage deposit.

- No modifications or alterations are permitted to the exterior of dorm buildings for the installation or use of any equipment

Part 2: Campus Housing Standards

The well-being of the Campus Housing community is built on mutual respect, clear communication, and personal integrity. Maintaining a healthy balance between individual rights and community needs is essential. Occupants must be aware of both their rights and their responsibilities to themselves and the broader community.

Note on Privileges: Failing to meet community responsibilities may limit your ability to enjoy certain rights. Behavior deemed unsafe or unfit by Campus Housing staff may lead to the limitation or revocation of specific living privileges to ensure community safety and well-being.

Rights & Responsibilities Matrix

	Your Rights	Your Responsibilities
Legal Rights	You retain all legal rights when you become a member of the Campus Housing community.	You have a responsibility to abide by all Federal, Territorial, and Municipal laws as well as University policies.
University Life	You have the right to participate unhindered in the academic, intellectual, cultural, and social life of the University and Campus Housing.	You are responsible for respecting others' rights to participate by refraining from disruptive, threatening, or obstructive actions.
Safety & Security	You have the right to personal safety and security in Campus Housing, free from harassment, intimidation, and assault.	You are responsible for treating others with respect and refraining from acts of harassment, intimidation, or violence.
Personal Property	You have the right to the safety and security of your personal property.	You are responsible for keeping your unit clean, assisting with shared common areas, and

		reporting maintenance issues promptly.
Facilities	You have the right to the free and peaceful use of Campus Housing property, grounds, and facilities for legitimate purposes.	You are responsible for respecting and maintaining the integrity of facilities so they remain equally available to others.
Cleanliness	You have the right to a living space that is clean and well maintained.	You are responsible for keeping your unit clean, assisting with shared common areas, and reporting maintenance issues promptly.
Reasonable Quiet	You have the right to live in an environment that prioritizes academic study and restful sleep.	You are responsible for observing quiet hours and maintaining courtesy noise levels at all times.
Respect & Dignity	You have the right to be treated with respect and have your intrinsic human rights protected in Campus Housing.	You are responsible for treating others with dignity, understanding human rights, and refraining from infringing on those rights.
Clear Expectations	You have the right to expect that the standards set forth in this Handbook are clear.	You are responsible for reading, understanding, and abiding by the rules in this Handbook, and seeking clarification when needed.
Housing	You have the privilege of living on the Yukon University campus.	You are responsible for upholding Community Standards and abiding by your Campus Housing agreement.
Guest Privileges	You have the privilege of being able to have guests	You are responsible for signing in guests, ensuring they follow all

	visit you in Campus Housing.	rules, and taking full responsibility for their conduct or damages.
Alcohol	You have the privilege of possessing and consuming alcohol in your suite if you are 19 years of age or older.	You are responsible for abiding by territorial liquor laws and accepting responsibility for conduct/damages while under the influence.
Programming	You have the privilege of attending University and Campus Housing events and programs.	You are responsible for maintaining respectful, safe, and appropriate conduct while participating in programs.

2.01 Human Rights

- **Safe Environment:** Yukon University is committed to ensuring that campus housing is free from discrimination, harassment, violence, abuse, or illegal behavior.
- **Equal Access:** You are responsible for ensuring that all individuals have equal access to a positive living environment, free from discrimination based on race, religion, gender, disability, sexual orientation, political affiliation, or any other protected grounds under the Yukon Human Rights Act.
- **Material Breach:** Violating the human rights of anyone in the University community is considered a Material Breach and can lead to probation or eviction without notice.

In the Campus Housing community, you are required to:

- Read, understand, and abide by the community standards and university policies outlined in the Campus Housing Handbook and Student Agenda.
- Respect the privacy and human rights of others, including guests and staff.
- Cooperate with University, Campus Housing, and Security staff in the performance of their duties.
- Stay informed about updates and notices sent via email or posted publicly.

Prohibited Activities:

Any behavior or activity that threatens, abuses, or discriminates against others based on characteristics such as race, gender, or sexual orientation is strictly prohibited. This includes:

- Distributing offensive materials (posters, pictures) in public view.
- Using electronic communication (email, social media) to convey offensive messages.
- Repeatedly attempting to contact someone when it is unwanted.

2.02 Children & Family

- **Responsibility for Children:** Occupants with children are accountable for their children's behavior and must always ensure supervision.
- **Use of Common Areas:** Outside of participating in university programs, children are not permitted to play inside university buildings. Students have priority for the use of common areas and university facilities, such as computers, for study purposes.

2.03 Attack on the Dignity and Security of an Individual

Conduct or communication that is offensive, threatening, or discriminatory, and contributes to an intimidating or hostile environment, is prohibited. Examples of **Prohibited Activities** include:

- Repeatedly following or making unwanted contact with another person.
- Displaying offensive materials in public or shared spaces.
- Using social media to share or promote discriminatory or offensive content.

The **Housing Operations Coordinator** will determine if certain conduct or communication constitutes a Prohibited Activity, even if the behavior may be acceptable in other settings.

These standards help maintain a respectful, safe, and inclusive community for everyone living in Campus Housing. Violations may result in disciplinary actions, including eviction.

Part 3: Campus Housing Standards and Regulations – Violations and Sanctions

Understanding Violations

A **violation** occurs when a student's actions, behaviors, or neglect contravenes the Community Living Standards (CAMPUS HOUSING STANDARDS), the Occupancy Agreement, or any of Yukon University's policies. Violations are categorized based on their severity and

are associated with specific consequences. Repeated offenses will result in progressively severe sanctions.

3.01 Violations

3.01.01 Violation Levels & The Point System

Campus Housing utilizes a point system to measure the seriousness of policy infractions and track repeated offenses. Points range from 1 to 9 and are assigned after a student is found responsible for a violation. Points remain on the student's record until **August 15** of each academic year, unless otherwise stipulated by eviction conditions.

Violations are classified into three distinct severity levels. In cases involving multiple violations during a single incident, points are generally assigned based on the most serious offense committed.

Violation Classification

Level of Violation	Point Range	Description	Common Examples (See 3.01.02 for complete schedule of violations)
Level 1	1–2 Points	Minor offenses that interfere with another individual's or the community's peaceful use and enjoyment of Campus Housing.	* Noise disturbances
Level 2	2–4 Points	Actions that create significant disturbances or nuisances to individuals or the community, or repeated Level 1 offenses.	* Disruptive behavior * Vandalism of common areas * Cleanliness issues in shared space * Improper disposal
Level 3	4–6 Points	Serious violations that endanger individual safety, significantly damage property, break legal regulations, or repeat Level 2 offenses. Any Level 3 offense can result in eviction.	* Physical violence * Sexualized violence * Serious property damage * Other illegal activity

3.01.02 Schedule of Violations

The violations listed summarize policies stated in the Campus Housing Occupancy Agreement and are found to be consistent with Yukon University policies and values. Where applicable, reference is made to these policies.

1. ADVERTISING, SOLICITING, CAMPAIGNING AND SELLING	
Note: students or other community members who wish to campaign or advertise activities associated with the Campus Housing or Yukon University are required to speak with a Campus Housing Staff member to seek permission to do so.	
LEVEL 1	a) Displays in windows or other prominent places promoting alcohol, illegal substances, pornography, or other inappropriate activities or messages. b) Unauthorized advertising, soliciting, promoting, or selling of products, events, and services in Campus Housing (Ranging from, but not limited to, online and/or printed materials). c) Unauthorized campaigning in Residence.

2. ALCOHOL	
Note: Alcohol is only permitted to be consumed in individual Campus Housing rooms/suites. The legal drinking age in Yukon is 19 years.	
LEVEL 1	a) Open alcohol, where prohibited. b) Possession of single serving glass containers (i.e., beer bottles, coolers) is not allowed. c) Possession of drinking and/or drinking game paraphernalia, including but not limited to funnels, beer bongs, beer pong kits or tables, etc. d) Possession of alcoholic beverages with more than 40% concentration of alcohol (by volume). e) Possession of large volume 'common source' alcohol containers. Large volume alcohol containers are defined as: (A) a container that holds more than 550mL of beer, malt liquor, cider, coolers, or pre-mixed cocktails or (B) a container that holds more than 1.18L (40 ounces) of any type of alcohol other than beer such as wine, liquor, or

	cocktail mixes. Examples of large volume 'common source' alcohol containers include King cans, Quart Bottles, Kegs, Mini kegs, 60ozs and Texas Mickeys.
LEVEL 3	f) Consumption or possession of alcohol by students or guests under the legal drinking age or those on alcohol probation. g) Drinking games or promotion of a social function, activity, or contest in which the consumption of beverages is either the primary focus or used as a penalty, typically in response to a specified cue or prompt. h) Imposing the physical effects of intoxication on the Campus Housing Community, for example vomiting, passing out, aggressive or significantly disruptive behavior, or needing medical assistance. i) Making or selling alcohol in Campus Housing. j) Purchasing or supplying persons under the legal drinking age with alcohol. k) Influencing, forcing and/or promoting the consumption of alcohol by a student and/or guest on another.

3. CANNABIS

In Yukon, a person must be 19 years of age to legally purchase or consume cannabis. As per the Canadian legislation, cannabis cannot be consumed in public, including on Campus Housing or campus grounds. The Campus Housing building is a smoke-free environment where smoke or combustion in any form are prohibited (including smoking and vaping). Students who are in possession of cannabis must store their cannabis in a sealed container.

Note: Students who require accommodations for possession and/or use of medical cannabis that may contradict Campus Housing policies must submit a formal request to Campus Housing Management prior to acquiring/using medical cannabis in Campus Housing.

LEVEL 1	a) Careless or unsafe storage of cannabis or cannabis products that causes or has the potential to cause harm or disturbance to the community, (e.g., excessive odor, mold, etc.). b) Consumption of cannabis or cannabis products in unauthorized areas (e.g., lounges, hallways, common spaces, etc.).
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LEVEL 2	c) Smoking, vaping, or producing the odor of cannabis in Campus Housing or on Campus Housing grounds. d) Growing cannabis and/or producing cannabis substances in Campus Housing (e.g., edibles, hash oil, etc.). e) Possession of more than 28 grams of dried cannabis (one ounce) or equivalent, in Campus Housing. f) Imposing the physical effects of intoxication on the Campus Housing community. g) Influencing, forcing and/or promoting the consumption of cannabis by a student and/or guest on another.
LEVEL 3	h) Purchasing for, or supplying persons with, cannabis or cannabis substances who are under the legal age. i) Consumption games or promotion of a social function, activity, or contest in which the consumption of cannabis is either the primary focus or used as a penalty, typically in response to a specified cue or prompt. j) Possession with the intent to sell, and/or selling cannabis or cannabis substances in Residence.

4. CLEANLINESS

LEVEL 1	a) Littering. b) Failure to keep Room/common/kitchen areas in a clean and sanitary condition after use. c) Improper disposal of refuse, including leaving garbage bags outside of your Suite. d) Collection of empty containers, bottles or cans that is judged by Campus Housing Staff, for sanitary reasons, to be beyond recycling purposes. e) Failure to (follow disposal instructions of) dispose of recycling, garbage and/or organics appropriately; including, but not limited to leaving garbage/recycling bags, leaving items on compactor floor, bagging organics with a non-organic bag, failure to break down cardboard, failure to separate recycling/garbage/organics into their designated disposal areas.
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5. DAMAGES AND VANDALISM

LEVEL 2	a) Marking any surface through action or neglect, that is not deemed normal wear and tear. b) Behavior that causes or has the potential to cause moderate damage through actions, carelessness, or negligence. c) Failure to keep your furniture, fixtures, and appliances in a good state of repair. d) Attempt to repair and/or resolve damages without consultation and subsequent permission from Campus Housing. e) Damage to, or alteration of Campus Housing Community Resources such as bulletin boards, posters, decorations, etc.
LEVEL 3	f) Behavior that causes or has the potential to cause significant damage through action, carelessness, or negligence. g) Willful damage, vandalism or graffiti or neglect that leads to serious damage to the Campus Housing, Yukon University, or private property.

6. DISRUPTIVE BEHAVIOUR

LEVEL 1	a) Throwing, dropping, kicking, or knocking objects in, from, or at Campus Housing buildings, windows, or stairwells, whether intentional or unintentional. b) Participating in physically active games or sports inside Campus Housing or within the Campus Housing grounds which could disturb students, staff or the surrounding community or cause damage to facilities or personal injuries.
LEVEL 2	c) Creating or permitting behavior in Campus Housing, which is a nuisance or annoyance to students, Campus Housing Staff, the surrounding community, or to the supplier of services authorized by Campus Housing or Yukon University. This includes pranks/raids or similar actions that could be damaging to personal, Campus Housing or Yukon University property or reputation.

7. FACILITIES AND FURNITURE

LEVEL 1	a) Removal of furniture, appliances, window screens or other fixtures from assigned rooms/units or common spaces and placing them elsewhere. b) Removal of furniture, appliances, or other fixtures from Common Areas and placing them elsewhere. c) Hanging items from balcony railings; failing to clear personal property from backyard/patio prior to scheduled YG groundwork.
LEVEL 2	d) Alteration, renovation or removal of Rooms, furniture, or equipment. e) Installation of unauthorized furnishings, equipment, or devices. This includes internet, phone, and cable. f) Failure to keep access clear to electrical panel, heating unit and maintenance access. g) Operating a BBQ on a balcony or within 1 meter of a building structure; storing hazardous materials or auto parts on outdoor spaces; installing unauthorized exterior equipment or satellite devices.

8. FIRE SAFETY

LEVEL 1	a) Propping open a fire door, which includes room/suite/unit doors. This may include using the deadbolt or another item to prevent it from locking and/or to hold the door open.
LEVEL 2	b) Possession or use of candles, incense, lava lamps, open coil hot plates, flame cooking devices, indoor barbeques, deep fryers and the like. Cooking devices without an automatic shutdown are not allowed in Campus Housing. c) Covering or removing smoke and/or heat detectors. d) Blocking hallways, stairwells, exits and access to fire safety equipment. e) Leaving food unattended while cooking.
LEVEL 3	f) Possession or use of explosive or flammable material (e.g., firecrackers, fireworks, and barbecue propane tanks). g) Discharging, tampering with, covering, or operating any fire prevention or detection equipment for any purpose other than the control of a fire. h) Actions or neglect that leads to a fire, and/or the activation of the building fire alarm system.

9. GUESTS AND VISITORS

1. A guest is any person who is invited to, accompanied on, accepted, or admitted to the Campus Housing property where they do not currently reside.
2. Students must sign in their guests at the front desk or on the housing portal before they enter Campus Housing.
3. The guest must leave one piece of photo identification with the front desk. The front desk will not accept passports or health cards as forms of photo identification.
4. No Guest will be granted access to the Campus Housing after 11:00pm.
5. Students may sign-in up to one (1) guest at a time.
6. While each guest is in the Residence, the student must always remain in the company of the guest until the guest is signed out.
7. Students are permitted to have up to a maximum of two (2) consecutive overnight guests and no more than eight (8) overnight guests in any given month.
8. The guest must sign-out and collect photo identification at the front desk each time they leave Campus Housing property, regardless of the length of time spent off property.
9. Guests should not in any way interfere with the rights of a Roommate or other student to privacy, access, sleep, or study at any time or anywhere within the Campus Housing.
10. Any non-student who is invited to, accompanied on, accepted, or admitted to the Campus Housing property is deemed to be a guest of that student.
11. Failure to be present does not mitigate or relieve the occupant's responsibility for their Guest's behavior. Students are responsible for their Guest's behavior whether they participated in, condoned or were aware of that Guest's behavior or not. The specific Sanction(s) will be determined by the list of possible Sanctions for the Offense(s) committed by the Guest.
12. The Campus Housing requires any guests 16 years or younger visiting the Campus Housing without a parent/guardian to have a signed form of consent from their parent/guardian. This form will also include contact information for the parent/guardian. The Campus Housing reserves the right to call a parent/guardian in the event of a medical emergency or due to behavioral conduct.

13. A guest who remains in Campus Housing beyond 2:00 am is considered an overnight guest.	
14. Requests for exceptions to the Guests and Visitors Policy may be submitted to Campus Housing prior to the arrival of the guest.	
LEVEL 1	a) Failure to sign-in/sign-out Visitors at the front desk. b) Failure of student to be always with their Visitor in Campus Housing. c) Permitting a guest to stay over the limit of two (2) nights consecutively or eight nights (8) in any given month (1) without approval from management.
LEVEL 2	d) Living or permitting someone else to live in a room/unit without an approved assignment from Campus Housing.
LEVEL 3	e) Hosting a guest who violates the CAMPUS HOUSING STANDARDS. All students are responsible for the actions and behaviors of guests always signed in with them while in the Campus Housing. f) Hosting a guest who has been issued a trespass, or similar notice restricting them from the Campus Housing property.

10. HARASSMENT AND DISCRIMINATION

Note: Every individual has a right to a safe, respectful environment that is free from attacks on their dignity/integrity. Harassment is defined as any attention or conduct (oral, written, graphic, electronic, or physical) by an individual or group who knows, or ought to reasonably know, that such attention or conduct is unwelcome, unwanted, offensive, or intimidating. Bullying and hazing will be considered harassment under this policy. Discrimination is any behavior that is based in or leads to unjust or prejudiced treatment of persons of things, often on the grounds of sex, race, religion, age, gender/gender identity, etc. This includes but is not limited to making stereotypical assumptions based on a person's presumed traits, excluding persons, denying benefits to someone or imposing burdens upon them.

Note 2: Decisions about the difference between Level 2 and 3 Violations will be based on the definitions previously given.

LEVEL 2 & LEVEL 3	a) Failure to abide by the Yukon University Code of Conduct or related legislation or policies which defines harassment and discrimination.
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	b) Any conduct that could be deemed as bullying, including cyber bullying, or bullying on social media, be it via a group or an individual. c) Any statement, action, or display that could be deemed as inappropriate or derogatory towards an individual or a group.
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11. ILLEGAL SUBSTANCES AND ACTIVITIES

Note: Any observations about the behavior, speech, odors, or physical surroundings of an individual that cause suspicion of illegal activity will be investigated and/or reported. Under the principles of the Standard of Proof, repeated suspicious behavior pertaining to illegal activities may result in Campus Housing applying the full measures of discipline outlined below.

LEVEL 1	a) Attending Campus Housing Orientation, or other Campus Housing events, under the influence of illegal substances. b) Possession of paraphernalia associated with the use of illegal substances.
LEVEL 2	c) Using or being under the influence of an illegal or unprescribed substance in Campus Housing. d) Imposing the physical effects of intoxication from illegal substances on the Campus Housing community.
LEVEL 3	e) Illegally possessing, using, making, or selling an illegal or un-prescribed substance in Campus Housing. f) Possession or use of medication for purposes other than those for which they were prescribed. g) Any behavior or activities that contravene the laws of the land.

12. NOISE AND QUIET HOURS

Consideration Hours are in effect 24 hours a day, 7 days a week. Noise levels at any time should not detract from any occupant's ability to pursue academic endeavors or to enjoy a peaceful living environment. An individual's right to reasonable quiet supersedes another's right to make noise.

Quiet Hours are observed in Campus Housing:

Sunday to Thursday: 11:00pm – 7:30am (the following morning)

Friday to Saturday: 11:55pm to 9:00am (the following morning)

Exam Quiet Hours begin 1 week prior to the exam start dates in both December and April. Quiet Hours are extended to 23 hours a day. Campus Housing will define a Relaxed Hour during the evening when programming by Campus Housing Staff may occur. Campus Housing Management reserves the ability to alter quiet hours at any time to suit the needs of the community.

As a rule, noise from your room/unit that is audible outside your room, including in hallways, common areas, neighboring units, or buildings, will be addressed by Campus Housing Staff during quiet hours.

LEVEL 1	a) Non-compliance with Consideration Hours or Quiet Hours. b) Possession of loud musical instruments. c) Use of musical instruments without the use of headphones or sound equipment such as surround sound systems, or noise producing devices such as subwoofers or PA systems.
LEVEL 2	d) Non-compliance with Exam Quiet Hours. e) Excessive noise that interferes with the academic work of students and/or significantly disturbs the Campus Housing community and/or our neighboring communities.

13. PETS

LEVEL 2	a) Keeping any animal or pet in Campus Housing, are NOT permitted.
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14. RESPECT AND COOPERATION

LEVEL 2	a) Failure to respond to the written or verbal direction of Campus Housing or Yukon University Staff. b) Demonstrated lack of respect, civility, courtesy, or cooperation with a member of the Campus Housing community, including students, Visitors, Campus Housing staff, and Yukon University Staff.
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	c) Failure to provide identification or providing false identification when asked from a Campus Housing or Yukon University Staff. d) Providing a false report of an incident or impeding an investigation.
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15. RESTRICTED AREAS AND UNAUTHORIZED ENTRY

LEVEL 3	a) Unauthorized entry into restricted areas of Campus Housing, including rooftops, basements, utility rooms, offices, etc. b) Entry into another occupant's room or suite without the consent of that student.
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16. SAFETY AND SECURITY

LEVEL 1	a) Improper use of an emergency exit. b) Footwear must be used within all Interior and exterior common areas of the Campus Housing.
LEVEL 2	c) Permitting entry of any individual (student, non-student or other) into Campus Housing, either by opening a door or giving Campus Housing keys or swipe cards to that individual. d) Overloading or tampering with electrical systems. e) Unsafe storage, disposal and/or use of prescribed medication and related medical devices such as needles, prescription drugs, and pill bottles.
LEVEL 3	f) Tampering with video surveillance equipment or systems. g) Failure to evacuate during an alarm. h) Careless driving on Campus Housing grounds. i) Actions, carelessness, or neglect that causes an elevator to stall and/or require repair.

17. SEXUAL VIOLENCE

Sexual Violence is a broad term that describes any violence, physical or psychological, carried out through sexual means or by targeting sexuality. This violence takes different forms against another person without their consent. This includes but is not limited to

sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, and sexual exploitation.

Note: The Institution's student code of conduct and other policies regarding sexual violence will take precedence over the Campus Housing Community Living Standards.

LEVEL 3	a) Any behavior deemed to be sexual violence.
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18. SMOKING AND VAPING

Smoking is not permitted on or about the land on which the Campus Housing is situated, except as permitted by the Institution or municipal by-law. All students must be 15 meters from the entrance/exit of the Residence.

LEVEL 2	a) Smoking in Campus Housing, including the use of e-cigarettes, hookahs, and vaporizers. b) Possession of large smoking paraphernalia (e.g., bong, hookahs, etc.) more than 30 centimeters in height. c) Smoking within 15 meters of an entrance/exit of the Campus Housing.
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19. TECHNOLOGY MISUSE

LEVEL 2	a) Failure to abide by Yukon University technology and Internet policies. b) Installing/use of a personal internet router. c) Installing/Tampering with the University wi-fi.
LEVEL 3	d) Interference with the technology of the Campus Housing, Yukon University, or another student. e) Copyright infringement (i.e., illegally downloading music, movies or other media using the Campus Housing internet connection).

20. UNAUTHORIZED ACTIVITIES

Note: All organized events, activities or gatherings that have the potential to cause a disturbance must be approved by Campus Housing Management to ensure compliance with fire safety, noise and other applicable policies. Campus Housing Management will

not approve any event that involves or is presumed to involve the use of alcohol or other substances.

Note 2: Maximum capacity of a Campus Housing room is defined as the number of students that live in the room plus two additional people each.

LEVEL 2	a) Any gathering over the maximum capacity of a Campus Housing room and/or alcohol/illegal substances is being consumed as one of the primary activities of the gathering and/or the volume of music or people violates the noise policy.
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21. THEFT

Theft refers to the act of taking another person's property in Campus Housing without their permission.

LEVEL 2	a) Theft or possession of stolen property.
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22. VIOLENCE AND AGGRESSION

Note: Violent or aggressive behavior of any kind is not permitted in Campus Housing. This includes behavior such as physical force potentially causing hurt or damage to someone/something, and/or behavior that threatens another member of the community. Violence and aggression include but is not limited to physical or verbal acts.

LEVEL 3	a) Any communication or behavior that is perceived as offensive, abusive, unwanted, aggressive, or threatening. b) Any behavior (consensual or not) that causes or has the potential/intent to cause physical or emotional harm. These behaviors include, but are not limited to sexual assault, hitting, punching, slapping, kicking, pushing, pulling, bullying, stalking, fighting, retaliation and threats of violence. c) Any behavior deemed to be a physical assault.
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23. WEAPONS

Note: A weapon is defined as any device that is designed for (or could be used for) the purpose to intimidate, threaten, harm, or kill. Examples of weapons include and are not limited to handguns, rifles, air guns, pellet guns, paintball guns, BB guns, crossbows,

swords, hunting knives, fishing knives, martial arts weapons, brass knuckles, replica weapons, or any other prohibited device as defined in the Criminal Code of Canada. Ammunition is defined by any replica or real materials fired, scattered, dropped, detonated from any weapon. This includes live and dead bullets, arrows, grenades, etc. Ammunition and replica ammunition are also prohibited in Campus Housing.	
LEVEL 3	a) Possession, storage, use or threatened use of a weapon and/or replica weapon.

3.02 Sanctions

3.02.01 Sanctions Overview

Sanctions are a key consequence for violations of the Community Living Standards (CAMPUS HOUSING STANDARDS), the Student Campus Housing Agreement, or Yukon University policies. Sanctions are the consequences imposed for violations and can be **educational**, **restorative**, or **punitive**. They are primarily designed to be educational and restorative, but the severity of sanctions increases based on repeated violations and a student's cumulative point total. Sanctions will increase in severity based on the cumulative number of points assigned to a student.

The sanctions are communicated via a Decision Letter and may include payment information or deadlines when applicable. Sanctions can be assigned individually or combined for a single violation.

3.02.02 Types of Sanctions

- **Educational Sanctions:** Opportunities for personal growth and reflection on behavior.
- **Restorative Sanctions:** Actions aimed at repairing harm done to the community or others.
- **Punitive Sanctions:** These may include fines, loss of privileges, or eviction.

The total number of points, including any from the current violation, will determine the severity of the sanctions imposed.

3.02.03 Sanctions by Point Tiers

Tier I: Students with 1-3 Total Points

1. **Warnings:** A caution (verbal or written) that future violations may lead to harsher sanctions.

2. **Community Service:** Assigned tasks contributing positively to the Campus Housing or surrounding community.
3. **Disposal/Removal of Items:** Removal of items that violate CAMPUS HOUSING STANDARDS from Campus Housing.
4. **Educational Sanctions:** Tasks aimed at promoting student learning and development.
5. **Loss of Privileges:** Restrictions on certain student privileges.
6. **Restitution Payment:** Payment for damages or loss caused to Yukon University, Campus Housing, students, or others.

Tier II: Students with 4-8 Total Points

In addition to **all Tier I sanctions**, **Tier II** students may face:

7. **Communication Ban:** Restrictions on communication with other students.
8. **Transfer/Relocation:** Reassignment to different accommodations, either within or outside Campus Housing.
9. **Persona Non Grata (PNG)/Trespass Notice:** Prohibits entry to Campus Housing and related events. Violations may result in further consequences.
10. **Campus Housing Probation:** A deterrent against future violations, where any further infractions may lead to eviction.
11. **Behavioral Contract:** A signed agreement to follow specified behavior. Breaching this contract can lead to eviction.

Tier III: Students with 9+ Total Points

In addition to **all Tier I and II sanctions**, Tier III students may face:

12. **Eviction:** Termination of the Student Campus Housing Agreement.
13. **Recommendation for Charges of Non-Academic Misconduct:** A formal recommendation to Yukon University for an investigation or charges of non-academic misconduct.

Tier	Points Accumulated	Typical Sanction Examples
I	1-3	Warning, Community Service, Educational, Fine, Loss of Privileges, Restitution

II	4-8	All Tier I Sanctions, Communication Ban, Transfer/Relocation, Behavioral Contract, Residence Probation
III	9+	All Tier I, and II Sanctions, Eviction, Recommendation of Charges of non-Academic Misconduct

Each sanction aims to ensure students reflect on their behavior and work towards restoring their place in the community while maintaining a fair and safe environment in Campus Housing.

Part 4: Procedure

All operational actions, facility evaluations, move-out inspections, and conduct reviews are executed in accordance with the procedures detailed herein. These protocols ensure consistent, objective, and transparent application of Campus Housing policies for all residents.

4.01 Complaints

Yukon University promotes a safe, positive living environment and encourages individuals to address concerns directly when possible. If that's not feasible, students can seek help from a Student Life Coordinator, the Housing Operations Coordinator, or contact Safety & Security Services for immediate assistance during an incident.

Complaint Process:

- **Filing a Complaint:** To file a complaint, contact the Campus Housing Office and complete a form with a staff member. The individual filing the complaint is the "Complainant," and the person(s) accused is the "Respondent."
- **Anonymity Levels:**
 - **Full Disclosure:** Complainant's identity is shared openly with the Respondent, facilitating efficient investigation and possible mediation.
 - **Partial Anonymity:** The Complainant's name is shared within Campus Housing but not with the Respondent, used when retribution is a concern.
 - **Total Anonymity:** The Complainant's name is kept completely confidential, which may limit the scope of the investigation.

Complaint Outcomes:

- **Dismissal** if the complaint is frivolous or made in bad faith.
- **Investigation** if the complaint is valid.
- **Referral** if the complaint involves legal violations, which may be forwarded to external bodies like the RCMP.

4.02 Investigations

Campus Housing may open an investigation after receiving a complaint or becoming aware of a possible violation. Investigations gather facts through interviews, security camera footage, and other evidence. If a Respondent refuses to participate, the investigation proceeds based on available evidence.

The investigation concludes with a report summarizing the facts and determining whether a violation occurred based on the balance of probabilities. An occupant will be found responsible for a policy violation if, based on credible evidence gathered (reports, witness statements, footage), it is **more likely than not** that the incident occurred and the occupant was responsible.

Possible outcomes include:

- **Violation Found:** A Decision Letter details the violation and sanctions applied (added to the Respondent's Housing Contract).
- **No Violation:** The matter is closed with any potential remedies outlined.
- **Insufficient Evidence:** If facts are unclear, the case may remain on file but is closed.

Appeals Process

Students in Campus Housing have the right to appeal disciplinary decisions. Appeals are only considered on the following grounds:

- **New Information:** New evidence that could affect the original decision.
- **Alternative Sanction:** Proposing a different sanction.
- **Procedural Unfairness or Bias:** Evidence of unfair treatment or lack of fairness in the process.

Ignorance of the rules, voluntary intoxication from alcohol or cannabis, or peer pressure will not be accepted as an excuse or mitigating factor in disciplinary decisions.

To initiate an appeal, submit a written letter within three (3) business days of receiving the Decision Letter. The letter must include:

- Your full name and unit number.

- The discipline or sanction being appealed.
- A clear reason for the appeal based on the grounds above.

The University will notify the student within three (3) business days whether an appeal hearing will be scheduled. During the hearing, the case will be reviewed alongside reports from staff and witnesses. A decision will be made within three (3) business days after the hearing, with possible outcomes including:

- Upholding the original decision.
- Changing the decision.
- Altering the sanctions.

All decisions are final, and further appeals are not allowed. Students may be required to leave Campus Housing during the appeal process, with written notice provided if necessary.

	NO APPEAL	LEVEL 1 APPEAL	LEVEL 2 APPEAL	LEVEL 3 APPEAL
DISCIPLINE/SANCTION	Verbal & Written Reminder or Termination	Written Warning	On Notice or On Probation	Suspension or Eviction
DAYS TO APPEAL	Unable to Appeal	Three (3) business days		
PERSON TO APPEAL TO		Student Life Coordinator	Housing Operations Coordinator	Director, Hospitality Services Administrative and Financial Services

4.03 Disciplinary Process

Campus Housing staff work in collaboration with students to maintain a positive living environment. This process emphasizes safety, academic focus, and respect for social diversity, adhering to Yukon University's Code of Ethics. Occupants are expected to refrain from behaviors that negatively affect themselves or the broader community. Violations of the Community Standards lead to the **Disciplinary Process**, which follows a **Progressive**

Disciplinary Action Model. This model incorporates both natural and restorative approaches, ensuring fair and proportional sanctions based on the severity and recurrence of violations.

Definition of Occupant

In the Disciplinary Process, the term “Occupant” includes not only the Primary Occupant but also any co-Occupants and guests the Primary Occupant is responsible for. If co-Occupants or guests violate the Housing Contract, it is treated as if the Primary Occupant committed the violation. Guests or co-Occupants may be banned from Campus Housing, but disciplinary action is directed toward the Primary Occupant.

Material Breaches

A **Material Breach** refers to serious violations of Community Standards that significantly disrupt or threaten the safety of the community. Material Breaches result in the immediate termination of the Housing Agreement and eviction of the occupant. Circumstances constituting a Material Breach include:

- **Possession or use of a firearm or other weapon** on University property.
- **Engagement in illegal activities**, possession of illegal substances, or stolen property.
- **Smoking in undesignated areas.**
- **Tampering with fire safety equipment** or pulling a false fire alarm.
- **Vandalism** of University or community property.
- **Violent, aggressive, threatening, discriminatory, or harassing behavior** toward any University community member.
- **Engagement in sexual assault** as defined by Yukon University.
- **Failure to reconcile Campus Housing Fees** within 14 days of their due date.

These breaches are treated with the utmost severity and may lead to immediate eviction.

Verbal or Written Reminder	You may receive a Verbal or Written Reminder when your conduct has been identified as inappropriate or disruptive to ensure that expectations for future actions and behavior are established. Reminders can be issued to individuals or the general community.
Written Warning	You may receive a Written Warning when you have engaged in disruptive or offensive conduct that has impacted the community. A Written Warning may also be issued after two or more reminders have already occurred.
On Notice	You may be placed "On Notice" when your conduct has negatively impacted the community, you may pose a threat to the safety and security of the community, or when you continue to engage in behavior that is inappropriate for the Campus Housing community.
On Probation	You may be placed "On Probation" when your behavior has a severe negative impact on the community or you have continued to engage in behavior that is inappropriate for the Campus Housing community. At the discretion of the Housing Operations Coordinator, Occupants On Probation may be suspended from Campus Housing for up to forty-eight (48) hours with or without notice if you are reasonably expected to pose a continuing threat to the safety and well-being of the Campus Housing community. Any Occupant that ends a term On Probation will automatically be barred from extending their stay or re-applying for Campus Housing for at least one (1) year.
Eviction	You may be evicted from Campus Housing when you have engaged in behavior that is dangerous or illegal (e.g. a Material Breach) and has severely impacted the safety of the Campus Housing community or have exhausted all other disciplinary options and continue to engage in inappropriate behavior. The Housing Operations Coordinator will provide written notice of such, inclusive of a timeframe for when you are to vacate the Unit. Guest privileges may be revoked, effective the date of the Eviction Notice until you vacate. Evicted Occupants will be barred from re-applying to Campus Housing for a period of at least one (1) year. Evicted Occupants may also not be able to return as a guest for a fixed period.
Termination	You may have your Occupancy Agreement terminated at any time when thirty (30) days written notice is provided. The decision may or may not have been influenced by conduct. The Housing Operations Coordinator will provide written notice of such, inclusive of a timeframe for when you are to vacate the Unit.

	Privileges may be revoked, effective the date of the Termination Notice until the Occupant vacates. Terminated Occupants will be barred from re-applying to Campus Housing for a period of at least one (1) year. Terminated Occupants may also not be able to return as a guest for a fixed period.
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4.04 Restorative Practices Framework

Campus Housing utilizes restorative practices to address policy violations when appropriate. Rather than focusing solely on rule infractions and punitive measures, restorative resolutions center on identifying the harm caused, accepting active accountability, and agreeing on meaningful ways to repair relationships and rebuild trust within the residence community.

4.04.01 Core Principles

- **Active Accountability:** The respondent acknowledges responsibility for their conduct and its impact on individuals or the housing community.
- **Voluntary Engagement:** Restorative pathways are voluntary and require mutual agreement between the involved parties and Campus Housing staff.
- **Harm Repair:** Outcomes prioritize active measures to repair material, social, or emotional impacts over purely administrative penalties.

4.04.02 Restorative Pathways & Formats

Resolution Format	Description	Best Suited For
Community Resolution	An informal, guided discussion between a Residence Staff member and student(s) to address harm immediately and reach a quick agreement.	Minor noise disruptions, minor property mess/clutter, or shared space disagreements.
Restorative Conference Circle	A structured, facilitated meeting involving the student who caused harm, affected parties, and a trained staff facilitator.	Interpersonal conflicts, roommate disputes, or recurring noise/disruptive behavior.

Resolution Format	Description	Best Suited For
Restorative Agreement	A formal, written resolution plan co-created by the student and Housing staff outlining specific restorative actions.	Vandalism, unintentional safety violations, or mid-level community disturbances.

4.04.03 Examples of Restorative Outcomes & Agreements

When a student accepts responsibility, outcomes are designed to be proportional and educational:

- **Direct Reparation:** Cleaning, repairing, or restoring damaged common areas or outdoor spaces (e.g., restoring a damaged lawn or common area).
- **Educational Projects:** Completing a project, workshop, or bulletin board that benefits the floor or residence community (e.g., creating a poster on waste management, fire safety, or quiet hours).
- **Community Service/Support:** Contributing voluntary service hours to residence programming or community clean-up initiatives.
- **Written Apologies & Commitments:** Drafting a formal apology outlining learned insights and agreeing to specific behavioral commitments or revised Roommate Agreements.

Note: Participation in a restorative process is voluntary. If a student declines to participate or fails to fulfill the commitments outlined in an agreed-upon Restorative Agreement, the matter will revert to the formal administrative sanctioning and point-allocation process.

APPENDIX I

2026/2027 Campus Housing Fees* Yukon U Campus Housing (per term)

Unit	Term Fee	Activity Fee	Laundry	Total
Individual Dorm (Building 500)	\$2142.00	\$25.00	\$80.00	\$2,247.00
Individual Large Dorm (Building 500)	\$2346.00	\$25.00	\$80.00	\$2,451.00
Individual Dorm (Building 510)	\$2142.00	\$25.00	\$80.00	\$2,247.00
Individual room in a 2 Bedroom (Building 520)	\$2550.00	\$25.00	\$80.00	\$2,655.00
Individual room in a 3 Bedroom (Building 520)	\$2550.00	\$25.00	\$80.00	\$2,655.00
Family 2 Bedroom (Building 500A)	\$4896.00	\$25.00	\$120.00	\$5041.00