



DURHAM GTA RESIDENCE AGREEMENT 2024-2025

Upon my admission to residence, and for the term of my residency, I become the "Resident" of the assigned/selected "Room" in the "Residence" and hereby acknowledge that this is a legal and binding agreement.

This agreement applies to Residents of the student residence (the "Residence") at Trent University Durham GTA in Oshawa, Ontario.

ELIGIBILITY

1. The Resident shall be enrolled as a student at Trent University to live in Residence.
 - a) A resident shall be considered enrolled if they have accepted an offer of admittance to Trent University and are enrolled in a minimum of one half credit in each semester they are living in residence.
 - b) Students who withdraw from the University or drop all their courses will be expected to move-out and vacate residence as per section 32 point a).

FEES

2. The Resident shall pay to the University
 - a) An application fee of \$50 that is non-refundable and re-payable each time a student submits an application to apply to any Residence term.
 - b) A \$500 residence application deposit
 - i. The specific refund process for this deposit varies by term and will be communicated to students via the Student Housing Portal
 - ii. This fee shall only be refundable in full in the event that a student does not receive an offer of admission to residence or to Trent University, has their academic offer of admission rescinded, or has their VISA/Study Permit application denied. Students will be expected to communicate these situations to Student Housing to access a refund.
 - c) A Room fee for the occupation of the bed space.
 - d) A residence dining plan fee based on their Room type.
 - i. Dining plans will be reduced for students who are staying in residence for the Fall semester only or the winter semester (see section 7).
 - e) Trent Cash if selected through the Student Housing Portal during the self-selection process.

Please be aware that the agreement and fees are for the duration of the terms outlined in section 7. Information on the withdrawal, early arrival, winter break and late stay processes can be found beginning with section 10. Students who have applied for the winter semester only are committed to the agreement and fees for the duration of the winter term outlined in section 7.

3. The Resident will be able to self-select a room or will be able to confirm their assigned Room on the Student Housing Portal. Information about the fees associated with the Room type to which they have selected or are assigned, and their residence dining plan are found on the Student Housing website (www.trentu.ca/housing)
 - a) Students who fail to self-select a room during the advertised time frame, or who do not confirm their assigned room by the communicated deadline shall have their room booking and residence application canceled. This will result in a full forfeiture of the \$500 residence application deposit.
 - b) Students will be assigned to a residence room for circumstances including but not limited to, missing the advertised self-selection time frame, moving into residence after the Fall Move-In date, is a Residence Don, has specific accessibility and unique needs requirements, and applies to residence after the self-selection period.

4. Residence and dining plan fees are mandatory and specific to each Room type for the undergraduate Fall and Winter semesters. These fees **do not** include the December to January residence closure period as set out in the Trent University Academic Calendar, or any other period outside of the dates listed in section 7 (i.e. Early arrival or late stay periods).
5. If the University assigns a Room to the Resident after the Friday following the first day of class in either semester, according to the University Academic Calendar, the Room fee shall be prorated on a nightly basis and the residence dining plan fee shall be applied in full as outlined in section 25.
6. Failure to pay residence and dining plan fees in accordance with the established deadlines may result in the University withholding academic results and degrees. It may also result in the termination of this agreement and eviction from residence. The University reserves the right to exercise any combination of the above options at any time in its absolute discretion and failure to pursue an option immediately does not preclude the use of that option later. Deadlines are available in the Trent University Academic Calendar.

OCCUPANCY

7. The term of the agreement shall coincide with the occupancy dates below. The University shall permit the Resident to occupy the Room from:
 - a) Fall Term: September 1, 2024 to 24 hours after the Resident's final exam in December 2024 or by 11:00 a.m. (EST) on December 19, 2024, whichever date and time occurs first.
 - b) Winter Term: January 4, 2025 to 24 hours after the Resident's final exam in April 2025 or by 11:00 a.m. (EST) on April 23, 2025 whichever date and time occurs first.
 - i. Students will automatically be enrolled in residence for the Winter Term if they apply for the full academic year, they do not need to re-apply for the Winter Application
 - c) Students applying for the Academic Year shall be committed to residence for both the Fall and Winter terms. Students will also have the opportunity to apply for just the Winter Semester
 - d) Students who meet the following criteria can request, at the time of applying, to live in residence for the fall term only:
 - i. Students who are finishing their degree at the end of the fall term.
 - ii. Exchange students.
 - iii. Students who are only permitted to enter the country for a short period of time (related immigration documentation must be provided).
 - e) Students who are in an academic program that does not align with the dates outlined in section 7. a) and 7. b) (i.e. Bachelor of Education, English as a Second Language (ESL), etc.) will not be guaranteed an early arrival or late stay and might need to find alternate housing arrangements for the portions of their academic term that falls outside of the dates mentioned herein.
8. Failed Arrivals: If the Resident does not move in and fails to cancel their confirmed residence Room prior to 11:59 p.m. (EST) on September 1, 2024 for the Fall Semester or January 4, 2025 for the Winter Semester, the Resident will remain responsible for all Room and dining plan fees and will fall under the Withdrawal from Residence process beginning in section 28.
 - a) If a student decides to defer their academic program to a future term, Student Housing shall allow students to defer their residence application up to one academic term (fall students can defer to Winter, winter students can defer to summer or fall). Requests to defer beyond one academic term shall be processed as a cancellation.
 - b) Students must indicate to Student Housing that they are deferring their residence application by canceling prior to the final date to change fall-term/winter-term courses based on the academic calendar.
 - i. For Fall 2024: September 19
 - ii. For Winter 2025: January 20
 - c) In the event a student cannot arrive to campus due to their immigration documentation (VISA/Study Permit, etc.) still being pending shall be processed as standard cancellations unless they choose to defer to a future term as per sections 8. a) and 8. b).

- d) In the event a student cannot arrive to campus due to their immigration documentation being rejected, the student shall be entitled to a full refund.
9. Late Arrivals: Failure to notify Student Housing of your late arrival via email to residence@trentu.ca before your move-in date or by 5:00 p.m. on September 1, 2024 for the Fall Term or by 4:00 pm on January 4, 2025 for the Winter Term means that the University is under no obligation to hold the Room space. In this situation, the Resident will be considered a failed arrival and will be responsible for all Room and dining fees as referenced in section 8.
- a) Late arrivals shall be accepted up to the final date to change fall-term/winter-term courses based on the academic calendar.
- i. For Fall 2024: September 19
- ii. For Winter 2025: January 20
10. Waitlist: Students who apply late and are waitlisted shall have 3 days to confirm their room booking. Once a room space is offered, the \$500 residence deposit will be non-refundable. Once a booking is confirmed by the student, all applicable refund policies shall apply. If a student cancels their residence application prior to the deadline to confirm their booking, they will not be responsible for the residence or dining fees related to that booking. Students who cancel their residence application prior to receiving a room booking, shall receive a full refund of the \$500 deposit.
11. Winter Break Stay: The Resident may apply for the Winter Break Stay by indicating on their residence application. The Winter Break Residence program is intended for students that are unable to travel home during the Winter Break period that takes place from the day in which residence closes and reopens for winter break as outlined in the [Trent University Academic Calendar](#). Residents who apply for the Winter Break Stay program will be required to sign an addendum with additional expectations, regulations, and timelines relating to this program via the Student Housing Portal. Residents that opt-in to the Winter Break Residence Program will have a flat rate fee of \$450 applied to their student account in January 2025. No dining halls will be open throughout the Winter Break closure period and all Residents who take advantage of Winter Break Stay will be responsible for preparing their own food. During the Winter Break Stay, the full College Residence Agreement will apply including all residence standards. Students must inform Student Housing prior to 11:00 a.m. (EST) on December 19, 2024, by emailing residence@trentu.ca, if they wish to opt-out of Winter Break Stay in order to avoid paying the \$450 fee. Student Housing will not grant refunds to students who chose not to stay or withdraw from Winter Break Stay during or after the break.
12. Early Arrivals: The Resident may apply for an Early Arrival date through the application process outlined on the Student Housing website to arrive prior to the start of the occupancy term date in September. The University reserves the right to grant or refuse such permission in its absolute discretion and will notify the student in writing the results of their application. If granted, the full College Residence Agreement will apply from the time the Room is occupied to when the occupancy terms of this Agreement begin. The Resident will be charged a predetermined per night fee of \$39.90 a night on their student account from the arrival date up to the beginning of the occupancy term.
- a) Requests for early arrivals for the Winter Semester will be automatically denied.
13. Exam Extensions: The Resident may apply for a Late Stay, by 4:00 p.m. (EST) on the last day of classes according to the University Academic Calendar, for permission to extend their occupancy beyond 24 hours after their last exam and/or past the residence closure date. The University reserves the right to grant or refuse such permission in its absolute discretion and will notify the student in writing of the results of their application. If granted, the full College Residence Agreement will still apply from the time the Room is occupied until the Resident's departure. The Resident will be charged a predetermined per night fee of \$39.90 on their student account from the occupancy term to the last night prior to their departure. Should the university officially extend the examination period, the residence contract will be extended for the same duration.
- a) Please note in the Fall Semester (December 2024), no student may stay in residence past 11:00 a.m. (EST) on December 19, 2024.

14. Trent University assumes no obligation or liability for lost, stolen or damaged items of personal property under any circumstance. The Resident is required to obtain personal insurance against such losses. Residents can often obtain coverage through a “rider” on the family’s tenant or homeowner insurance policy, which should include liability coverage for injury or damage caused by the Resident.
15. The Resident shall permit the University, or its agents, entry at any time into their residence space and without notice to the student if the entry is for the purpose of carrying out their assigned duties.
16. Where the Resident does not vacate the Room in accordance with and on the date provided for in this Agreement the Resident shall pay the University for occupation of the Room beyond the date vacancy is required by this Agreement, at a daily rate established by the University. In addition, the University or its agents may enter and take possession of the Room and the University may, at its sole discretion, store or dispose of the Resident’s property left within the Room and the University shall have no liability to the Resident relating to damage to or loss of such property. The Resident shall be responsible for the cost of disposal and/or storage of such property.

ROOM SELECTION & ASSIGNMENTS

17. The Resident may choose to participate in the Room selection process and/or be assigned to a Room by the University. Once the Room selection period closes and/or a Room is assigned, the Resident is not permitted to assign this Agreement or permit any person(s) to occupy the Room other than to whom is originally assigned by the University.
18. A Resident with intentions to change Rooms must receive written permission from the University. The University has the authority to grant or deny any Room change requests in its sole discretion. To allow for sufficient time for community members to develop an understanding of each other and their residence surroundings, the Room transfer application will be available to students prior to the residential reading and laboratory weeks in October 2024 and February 2025. Any Resident who changes to another Room, granted by the University, is responsible for any additional residence fees related to the Room they are transferring into. Additionally, a \$125 Room transfer processing fee will be applied to the Resident's student account. Should the Resident change to another Room that is of a lesser fee than the previously assigned Room, the residence fees will be pro-rated by the University accordingly and the \$125 Room transfer-processing fee will be applied to the Resident's student account as well. Additional requirements and timelines that students will be required to abide by will be communicated to the student via email and the Student Housing Portal.
19. The University may assign an alternate Room to a Resident. Within 48 hours after the University giving notice to the Resident of the reassignment, the Resident shall vacate the first Room and occupy the second reassigned Room. Vacating the Room includes removing all possessions and returning the assigned keys to the appropriate Housing Service Centre. The Resident will be responsible for all expenses related to the reassignment.

CONDUCT

20. The Resident, attests that they have read and understood the [Residence Standards](#) and is confirming their agreement to comply with the express provisions and intent of the Residence Standards.
21. The Resident shall not do or permit anything to be done in the Room or in the Residence which:
 - a) is not legal;
 - b) causes danger to the Resident or anyone in the Residence or University; or
 - c) causes or could reasonably cause damage to a person or property in the Residence or University.
22. The Resident accepts responsibility for the use of the assigned Room and its contents and accepts financial responsibility for any damages, theft, or loss incurred, and any extra cleaning fees required due to the actions of the Resident and/or their guests.

23. Damages, theft, and/or loss in a common use area within the Residence which cannot be identified as the responsibility of specific individuals, will be the responsibility of the all the Residents living in the residence section, house, staircase, or floor in which the damage, theft and/or loss occurred. Costs for repairs, cleaning or replacement of University property will be assigned to each individual Resident.
24. If the Resident performs or engages in behaviour that is ought to be known as potentially harmful to the Resident or anyone in the Residence or University, or cause damage, in the Residence building, the University will not be held liable for their actions.

RESIDENCE DINING PLAN

25. Each Residence Room type is associated with a specific Residence Dining Plan as outlined below. It is mandatory for all Residents to subscribe to the plan associated with the Room type to which they have selected or are assigned. Residence dining privileges are for the exclusive use of the Resident paying fees and may not in whole or in part be transferred to any other individual or account. Dining Plans have no cash value and are a non-refundable account, except as outlined in section 28.

Trent University Foodservice locations include the Durham Dining Hall, Lady Eaton College, Champlain College, Peter Gzowski College, Otonabee College including Pizza Pizza, Subway and Tim Hortons, Electric City Café in Gzowski College, the DNA Café, Starbucks (Student Centre), Bata Bean (Bata Library), The Seasoned Spoon, The Ceilie, the Trend at Traill College, and the Traill College Annex Cafe.

- a. Traditional Style Dining Plan for Residents:

- Declining Balance - \$4,500.00
- Foodservice Overhead - \$1,100.00
- Total Meal Plan Cost - \$5,650.00

25. Each of the dining plans will allow for unused portions of the declining balance funds within the account to be carried forward into the following year and each year thereafter for the Resident to use, at which point purchases will be subject to sales tax. The dining plan balance which is carried forward to future terms will be available for the Resident to use as long as there is a transaction at least once every 24 months. Except as provided in Section 28, Dining Plans are non-transferable and non-refundable.

26. The Residence Standards apply in all Dining Areas.

WITHDRAWAL FROM RESIDENCE

DINING PLAN FEES

27. A Resident who elects to withdraw from residence and remains a student of the University is not eligible for any dining plan refund. The dining plan will remain on the student account and on the student card.
28. A Resident who elects to withdraw from residence and elects to withdraw from the University prior to the start of the exam period as outlined in the Trent University Academic Calendar will receive a refund of their remaining dining plan balance, less a 15% administration fee. The Trent Cash portion of the traditional plan at Traill College will be refunded in the same manner.

ROOM FEES

29. A Resident who elects to withdraw from residence must do so by cancelling their application on the Student Housing Portal in advance of the desired date of departure. The following refund schedule will apply:

a) Students staying for the full academic year and cancel or withdraw from residence:

Date	Refund Offered
After applying and Before June 28, 2024, at 4:00 p.m.	\$250 refund offered (\$250 forfeiture applies against \$500 residence deposit). The student is not responsible for any room fees.
After June 28 th at 4:00 p.m. and prior to the contract signing date or August 16, 2024, whichever comes first.	A \$500 forfeiture fee applies making the \$500 deposit non-refundable. The student is not responsible for any room fees.
After contract signing date or August 16, 2024, but before the Monday of the Trent University reading week in the winter semester.	The Resident shall be liable for payment of Room fees on a pro-rated basis to the date the vacant contract is filled by a new Resident who was not previously in contract with the University. If the vacant contract cannot be filled, the student will be responsible for the full payment of the Room fees, including the \$500 forfeiture fee.
After the Monday of the Trent University reading week in the winter semester.	The Resident shall be liable for the payment of the full amount of Room fees and the \$500 forfeiture fee. The student shall not be entitled to a refund.

b) Students staying for the fall term only and cancel or withdraw from residence:

Date	Refund Offered
After applying and Before June 28, 2024 at 4:00 p.m.	\$250 refund offered (\$250 forfeiture applies against \$500 residence deposit). The student is not responsible for any room fees.
After June 28 th at 4:00 p.m. and prior to the contract signing date or August 16, 2024, whichever comes first.	A \$500 forfeiture fee applies making the \$500 deposit non-refundable. The student is not responsible for any room fees.
After contract signing date or August 16, 2024, but before the Monday of the Trent University reading week in the fall semester.	The Resident shall be liable for payment of Room fees on a pro-rated basis to the date the vacant contract is filled by a new Resident who was not previously in contract with the University. If the vacant contract cannot be filled, the student will be responsible for the full payment of the Room fees, including the \$500 forfeiture fee.
After the Monday of the Trent University reading week in the fall semester.	The Resident shall be liable for the payment of the full amount of Room fees and the \$500 forfeiture fee. The student shall not be entitled to a refund.

c) Students staying for the Winter term only and cancel or withdraw from residence:

Date	Refund Offered
After applying and before December 1, 2024	\$250 refund offered (\$250 forfeiture applies against \$500 residence deposit). Student is not responsible for any room fees.
After December 1, 2024 and prior to the contract signing date or December 15, 2024, whichever comes first.	A \$500 forfeiture fee applies making the \$500 deposit non-refundable. The student is not responsible for any room fees.
After contract signing date or December 15, 2024, but before the Monday of the Trent University reading week in the winter semester.	The Resident shall be liable for payment of Room fees on a pro-rated basis to the date the vacant contract is filled by a new Resident who was not previously in contract with the University. If the vacant contract

	cannot be filled, the student will be responsible for the full payment of the Room fees, including the \$500 forfeiture fee.
After the Monday of the Trent University reading week in the winter semester.	The Resident shall be liable for the payment of the full amount of Room fees and the \$500 forfeiture fee. The student shall not be entitled to a refund.

- d) If the Resident fails to cancel their application via the Student Housing Portal and follow the proper procedures including returning their keys to a Housing Service Centre, their check-out date could be influenced which may impact the schedule outlined above in points a), b), or c).
- e) If a Resident moves into Residence outside of the term dates outlined in section 7, they will be held responsible to the dates aligned in section 30 points a), b), and c) if they cancel and withdraw from residence.

30. A Resident who is unable to continue living in residence due to serious medical reasons that were not previously existing at the time of application to residence, emergencies, and/or extenuating personal circumstances beyond their control, may submit an appeal. The request must be submitted within three (3) months of the Resident's recorded departure. Appeals that are granted may receive a pro-rated refund of their residence Room fees and/or a refund of their remaining dining plan balance, less a 15% admin fee and less their dining plan overhead fee. Residents must have completed the cancellation process on the Student Housing Portal and have followed proper move-out procedures prior to an appeal being submitted. Appeals can be submitted by completing the Housing and Food Services Fee Appeal Request Form found on the myTrent portal by navigating to the Service Tab, then to the Housing heading. Appeals will be forwarded to the team in Student Housing who will grant the appeal based on the documentation provided, or who will forward it to the joint Housing and Food Services appeals committee for deliberation.

The Housing and Food Services Fee Appeals committee meets monthly except for August and September. Appeals must be submitted and completed no later than the 1st of the month in order to be reviewed by the committee. Decision letters from the appeal committee will be sent to before the last day of the month.

31. The University reserves the right to terminate this Agreement by giving the Resident seventy-two (72) hours' notice if the Resident:
- a) ceases to be a student at the University; or
 - b) fails to make any payment owing under this Agreement by the date on which it falls due.

32. Notwithstanding sections 30 & 32, the University may choose to, and reserves the right to, in its sole discretion, terminate the Agreement without notice when there has been a violation of this Agreement, and/or the Residence Standards.

33. If the Agreement is terminated for disciplinary reasons the Resident shall be liable for the payment of the full amount of residence and dining plan fees and shall not be entitled to a refund of any part thereof, whether the Room is re-assigned, or the Residence vacancy is filled.

REFUNDS TO STUDENT ACCOUNTS

34. Any refunds which any student is entitled to hereunder shall be applied to the Resident's student account. The University may reduce the amount of any refund by any amounts owed to the University by the Resident for fees owing. Please be advised that processing times for refunds to student accounts vary and wait times may be up to two months. For information regarding processing times Residents are to contact Trent University Student Accounts Office.

PERMISSION TO SHARE INFORMATION

35. The Resident grants permission to the University to share the Residents Room number and permanent contact information with student accounts, college office, food service, campus security, maintenance, internet service providers, its agents, and other necessary persons if needed for informational, facility maintenance, college affiliation, student support, billing, or refund purposes.

KEYS AND ACCESS

36. The Resident shall be issued a key or set of keys for access to the assigned Room and mailbox, if applicable. Students will also receive a TrentU card which acts as an access card to the College Residence area.
37. The Resident is responsible for the safe keeping of the keys and TrentU card. The Resident must report all lost or stolen keys and TrentU cards to the Housing Service Centres during operating hours or to a Residence Life Don or Campus Security , within 24 hours of not having the keys/TrentU card in their possession. Immediate reporting is preferred. For any lost or stolen TrentU card, the Resident is also responsible for turning off the “cash” or “dining plan fund” portion of their card, which can be done through the myTrent student portal.
38. The Resident shall pay a key replacement and lock change fee of \$85.00 for any lost or stolen key set (fob and mailbox keys comprise a set). Requests to replace locks and keys on weekends, after hours and holidays will result in additional charges to the student's account.
39. The Resident shall pay a replacement fee of \$30.00 for any lost or stolen TrentU card. The Resident may pay the fee through the TrentU Card office located in Blackburn Hall, Monday through Friday between 9 a.m. (EST) and 4p.m. (EST) excluding holidays.
40. Keys, access fobs and access/student cards may not be duplicated or transferred to other individuals.
41. A set of residence keys must be returned when the Resident vacates the Room. If the keys are not returned, the Room and mailbox will be re-keyed, and the Resident will be charged \$85.00 for the replacement of the locks and keys on the Resident’s student account. Should the student move-out of residence, their keys must be returned to the Housing Service Centres during operating hours, or deposited in the Key Drop Box when the Housing Service Centres are closed. Failure to do so may result in a lost key charge or improper check out fee being applied.

EMERGENCIES AND OTHER UNAVOIDABLE EVENTS

42. An Emergency means a health emergency or other unavoidable event which is beyond the reasonable control of the University, which results in a situation in which the University determines in its sole , based on advice from a medical professional, or a directive, bulletin, notice or other form of communication, order or legislation from a public health authority or other authority having jurisdiction, or other information or advice deemed relevant by the University (“Directives”), that Residents, employees of the University or other persons or invitees, are or may be exposed to imminent danger from a dangerous condition or situation, damage to the Residence, disease, virus or other biological or physical agents that may be detrimental to human health, while in a College Residence or College Annex.
43. If an Emergency exists, the University may amend, supplement, or otherwise enforce any rules or regulations in existence, may impose additional rules and regulations, and may impose restrictions to mitigate or minimize the effects of the Emergency. Without limiting the generality of the foregoing:
 - a) During an Emergency, the University shall be entitled to restrict or limit access to College Residences and/or Annexes to employees of the University only, and/or to prohibit entry by Residents, visitors, or invitees for a reasonable period during such event;
 - b) Notwithstanding that the University may have entered into a Residence Agreement with a Resident, the University shall have the right during an Emergency, to terminate such agreements

prior to the commencement of the Term, to comply with Directives or where the University determines that it will not be safe to operate a College Residence or Annex for a Fall and/or Winter Semester, and the University shall have no liability to a Resident because of such termination;

- c) The University shall be entitled during an Emergency to close all or any part of a College Residence or Annex if it determines that it is not safe to continue to operate the Residence or Annex or certain parts thereof, in which case Residents shall vacate the Room they occupy in accordance with the reasonable requirements of the University;
- d) The University shall be entitled, during such time as there is an Emergency to require all Residents to comply with reasonable measures imposed in respect thereof by the University, including health screening, the use of hand washing and other sanitation products directly related to the management of the health threat, attendance at mandatory training sessions, and the use of additional protective clothing by all Residents such as protective barriers, gloves and masks; and vaccine requirements.
- e) During an Emergency, the University shall also be entitled to specify specific modes of ingress and egress from and to the Residence or Annex for Residents generally or Residents who may have a heightened risk of either exposure to a health threat or a heightened risk of transfer of unhealthy condition to other Residents, invitees or visitors in the Residence or Annex.

44. Where an Emergency or any other restrictive governmental laws or regulations, fire, damage, or other unavoidable event which is beyond the control of the University, results in the closure of a Residence or Annex during the Term, the University, in its sole and absolute discretion shall determine what, if , any fees shall be refunded to the Resident , having regard to the length of the closure, the nature of the event causing the closure and such other factors as the University deems appropriate in the circumstances.

CONTRACT AMENDMENT & NOTIFICATION

45. The University may update the terms of the Resident Contract from time to time and the University will provide update by electronic communication related to any major changes at its sole discretion.

Rules and regulations pertaining to the usage of the Residence and the conduct of its occupants are formulated by the University. As the living accommodation is provided by Trent University to its Residents, all major questions relating to the living accommodations are decided after consultation with Housing Advisory Committee, and other Residence Student Representatives. The living accommodations are not intended for year-round occupancy, the Residences are exempt from the Ontario Residential Tenancies Act based on S. 5(g) of the Act.

I acknowledge that this Residence Agreement forms an agreement between me and the University and I agree to be bound by its terms and conditions.