



First Year Residence Application Fee & Deposit Policy

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- November 28, 2024

Purpose

The purpose of this policy is to outline the financial requirements and conditions for perspective and current students applying to live in residence at Trent University.

Scope

This policy applies to all applicants who start a Residence Application through the Student Housing Portal.

Definitions

- **Applicant** refers to a perspective Trent University Student or current Trent University student applying to live in residence.
- **Application Fee** refers to the non-refundable fee associated with starting a Residence Application
- **First Year Residence** refers to designated buildings and rooms on Trent University's Symons, Traill, and Durham campuses.
- **Residence Application** refers to the online application an applicant fills out to live the Student Housing Portal.
- **Residence Application Deposit** refers to the \$500 deposit that must be paid to complete an application.

Policy Statement

APPLICATION FEE AND DEPOSIT

Applicants applying to First Year Residence at Trent University are required to pay the following fees:

- **Application Fee:** A non-refundable \$50 fee, payable each time a student applies for any residence term.
- **Residence Application Deposit:** A \$500 deposit, payable when submitting a residence application.

A Residence Application is not considered complete without paying both fees.

REFUND OF THE RESIDENCE APPLICATION DEPOSIT

The residence application deposit is subject to specific refund conditions, including partial and full refunds. Specific conditions can be found in the Residence Agreement and via the Student Housing Portal. Residence Application Deposit refund conditions include, but are not limited to,

- If an applicant's VISA application is denied and the applicant is denied entry into Canada.
- The applicant's academic offer has been rescinded by Trent University.
- The applicant does not receive an academic offer of admission.
- The date the applicant cancels their application.
- The date the applicant cancels their application and withdraws from Residence.



In the case that an applicant is eligible for either a full or partial refund of their Residence Application Deposit, the applicant is responsible for notifying Student Housing they want the funds refunded to their original method of payment. If the applicant fails to reach out to Student Housing with this request, the refund will show as a credit on the applicant's Student Account which can be viewed on myTrent.

FORFEITURE OF DEPOSIT

The Residence Agreement outlines the circumstances an applicant's \$500 Residence Application Deposit will be forfeited. These circumstances include, but are not limited to,

- The applicant fails to self-select a room during the advertised room selection period.
- The applicant does not confirm their assigned room by the communicated deadline.
- The applicant cancels their residence application and withdraws from residence based on the Withdraw from Residence clause outlined in the Residence Agreement.

Related Policies, Procedures, & Guidelines

- Residence Agreement
- Withdrawal from Residence Policy