

POLICY CONSULTATION REPORT

TO: The University Community

DATE: January 28, 2024

FROM: Niall O'Halloran, Manager, Policy & Privacy

SUBJECT: Written Consultation Opportunity: Student Housing Policy

BACKGROUND:

In July 15, 2024 the Minister of Colleges and Universities (MCU) introduced new requirement for institutions with respect to student housing, including that publicly-assisted postsecondary institutions will be required to publish their student housing policies. Ministry guidance has also established key elements required in the policy, including, at a minimum a commitment to:

- 1) ensure information is easy to access;
- 2) provide a suitable range of options in line with size/enrolment levels of institution that are inclusive of the student population and reflect and consider the local community environment.
- 3) provide comprehensive off-campus housing resources that include general housing education, housing search, leasing support, short-term housing information and information about financing opportunities and assistance.
- 4) detail any other commitments, supports or services including first-year housing guarantee (if available) and housing options for international students.

Additionally, the MCU is asking institutions to complete a 2024 Student Housing Survey.

OPPORTUNITY TO COMMENT:

- The Office of the Deputy Provost is seeking community comments on the proposed policy instruments. Comments submitted will be considered by the Policy Owner.
- Community members can provide written comments using the [policy feedback form](#). Comments will be shared with the relevant Policy Owner for consideration. The comment period will be open until 3:00 pm on January 17, 2025.

NEXT STEPS:

The consultation and approval path for the Policy will be as follows:

- Policy Advisory Committee (policy assessment)
 - Online Consultation (written consultation)
 - Academic Council (written consultation)
 - Senior Leadership Team (deliberation)
 - President (approval)
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SUPPORTING MATERIALS:

- Student Housing Policy



Classification Number	ADM XXXX
Framework Category	Administrative
Approving Authority	President
Policy Owner	Deputy Provost & VP Administration
Approval Date	DRAFT FOR CONSULTATION
Review Date	
Supersedes	

Student Housing Policy

PURPOSE

1. The purpose of this Policy is to improve access to information and resources related to student housing services to better provide affordable and safe housing options to students and support their well-being and success.

DEFINITIONS

2. For the purposes of this Policy the following definitions apply:
“Incoming Students” means a first-year student at the undergraduate level whose program starts in September.
“On-Campus Housing” means residence and apartment-style housing located on the University’s Space.
“University Space” means any location owned, leased, rented or otherwise occupied by the University.

SCOPE AND AUTHORITY

3. This Policy applies to the delivery of student housing services, by the University.
4. The Deputy Provost, or successor thereof, is the Policy Owner and is responsible for overseeing the implementation, administration and interpretation of this Policy.

POLICY

5. The University will make available to its student population a diverse range of housing options that align with the institution's size and enrollment levels and are inclusive of the diverse needs of the University’s student population and needs, including accessible accommodations.
6. The University will guarantee On-Campus Housing for each Incoming Student provided the Incoming Student meets the requisite deadlines for the acceptance of their admission offer and application to residence, signs and abides by the residence agreement, and meets all deposit and payment requirements.
7. The University will endeavor to ensure housing is available for international students who are not Incoming Students through On-Campus Housing, or when On-Campus Housing is not

available, through an easily accessible resource that provides assistance in finding suitable housing in the community.

8. The University will provide its students with easily accessible resources to provide support, information and guidance on housing, including:
 - 8.1. Information on available housing services and resources in the form of dedicated, accessible and easily navigable web pages or resources that provide comprehensive information, and contact details for students seeking housing.
 - 8.2. Housing resource personnel to offer support, guidance, and information to students.
 - 8.3. Robust off-campus housing resources, including:
 - a) An easily accessible resource that provides assistance in finding suitable housing in the community.
 - b) General housing education including information on leasing, short-term housing options, safety, financing opportunities and assistance programs, and community resources that provide support for legal matters and other relevant resources;

MONITORING AND REVIEW

9. This Policy will be reviewed as necessary and at least every three years (unless another timeframe is required for compliance purposes). The Deputy Provost, or successor thereof, is responsible to monitor and review this Policy.

RELEVANT LEGISLATION

10. This section intentionally left blank.

RELATED POLICIES, PROCEDURES & DOCUMENTS

11. This section intentionally left blank.