



COVID-19 Reopening Information

Welcome back to Campus Housing at Olds College!

We ask that you please take time to read all the posted information in the sections listed below, so that you will be informed on all our updates and information.

- Housing Applications, Room Assignments, Fees & Cancellations
- Virtual Orientation
- International Student Pre-Isolation
- Move-In Day, Parking & Maps
- Access in Centennial Village
- Amenities
- Front Desk Services
- Resources for Students
- Student Engagement
- Maintenance Requests
- Health & Safety Protocols
- Residence Community and Respect

Please be advised of these key changes:

1. Masks are required to be worn in any indoor space, except for inside student rooms and townhouses. Students must wear a mask in their room or townhouse if meeting with a staff member.
2. There is controlled access to Centennial Village.
3. There are maximum occupancies noted for all spaces in our facilities, please look for the signage indicating the allowable occupancy.
4. There are no visitors allowed on campus. Visitors are defined as any person not living on campus. One exception: Students are allowed two visitors to assist them on their designated move in day.

Housing Applications, Room Assignments, Fees & Cancellations

Applications

Applications for campus housing are open and can be found online at: www.choc.ca/apply-now.

Students whose programs are fully online are welcome to live on campus.

Students whose programs are blended are welcome to live on campus for the whole of their program or for only the portion that is delivered on campus.

Students wishing to transfer their Fall application to January are available to do so, please contact our office to make those arrangements.

Students can apply for Centennial Village or College Courts Townhouses. Students can still request their roommates; we will do our utmost to service these requests but, as usual, cannot guarantee placement.

Room Assignments

Housing placements will be primarily according to cohorts (such as students within your program, or Broncos athletics teams).

Townhouses will have a living occupancy up to a maximum of four students and a social occupancy maximum of six students.

Centennial Village rooms will have a living occupancy of one student and a social occupancy maximum of two students.

Guests are restricted to other campus housing residents. There is a no visitor policy in effect for all housing.

Housing Fees

Housing fees are applied to your Olds College account and will show up along with your tuition fees. You will pay your housing fees to Olds College through this account. Housing fees are based on program length.

- Programs over 25 weeks are \$191.25/week
- Programs under 25 weeks are \$217.25/week
- Fees are based on a weekly rate but billed by semester.

How to pay your fees:

- <https://www.oldscollege.ca/admissions/office-of-the-registrar/tuition-fees-payments/payment-methods/index.html>

Fee deadlines:

- <https://www.oldscollege.ca/admissions/office-of-the-registrar/tuition-fees-payments/dates-and-fees-schedule/tuition-fees-and-books-supplies.html>

Cancellations

Students that wish to cancel their application, can do so without penalty to your deposit up to July 31, 2020. After that date, the standard deposit policy will apply.

Virtual Campus Housing Orientation

To prepare students for the expectations and opportunities that go along with living in residence this Fall term, students are required to attend a live, virtual residence orientation. There will be an opportunity to ask any questions you may have during the orientation. Students can sign up for the orientation that best meets their schedule:

- Sun, Aug 23, 2020 3:00 PM - 4:00 PM MDT
- Mon, Aug 24, 2020 3:00 PM - 4:00 PM MDT
- Tue, Aug 25, 2020 10:00 AM - 11:00 AM MDT
- Wed, Aug 26, 2020 7:00 PM - 8:00 PM MDT
- Thu, Aug 27, 2020 12:00 PM - 1:00 PM MDT

Register here for an orientation:

<https://register.gotowebinar.com/rt/3500725584859227150>

Students that have not registered for an orientation prior to August 23, 2020, will be contacted by a CHOC team member to assist you with registering.

If attending a virtual orientation is challenging due to poor internet access, please email our office at campushousing@choc.ca and we will arrange a telephone orientation with you.

Students who have not attended an orientation will not be able to move in.

International Student Pre-Isolation

Students arriving to campus from outside Canada must quarantine for 14 days upon arrival and follow the Olds College Isolation and Quarantine Response Plan. Students must notify campus housing so appropriate arrangements can be made for your quarantine period and a quarantine orientation arranged prior to arrival.

Move-In Day, Parking & Maps

Move in Day

Students registered for housing will receive an email with their specific move in date and time along with detailed instructions. It is critical that you arrive during your scheduled time. Exceptions will only be considered for out of province students who need allowance for travel arrangements.

A maximum of 2 helpers (parents/family) will be permitted to assist with your move. These helpers will be required to wear a mask and complete a health screening upon arrival. Anyone unable or unwilling to wear a mask or complete a screening will not be able to proceed. Anyone that does not pass the health screening will be asked to exit the campus. To see a sample of what is asked on the health screening, please click on the link below. Please do not fill this screening out in advance, it will be done at our checkpoint while you remain in your vehicle.

<https://www.emailmeform.com/builder/form/kZDg00e4v25fbmh1o6d8>

Residents and helpers will be required to wear a mask while on campus and during the move in process.

If you have not received an email, have questions, or need to make alternate arrangements due to out of province travel, please contact the residence office at: campushousing@choc.ca or 587-796-1796. Please review the arrival instructions contained in your email thoroughly.

Parking

Parking is free on move in day. However, if you plan to have a vehicle on campus during the term, a Residence lot parking pass is required. Apply [here](#) for a parking pass. Parking passes must be paid for either before or on move in day. You will be able to pick up your pass on move in day at the Office of the Registrar.

Campus Map

<https://www.oldscollege.ca/about/campus/campus-map/index.html>

Access in Centennial Village

There will be controlled access to Centennial Village. Student cards will access the entry points in Centennial Village except for the main entry. The exterior main entry doors will be open but the interior vestibule doors will remain locked 24/7. Access to the lobby, front desk and lounge will be by appointment only until September 21, 2020. On September 21st students will be able to access the lobby and lounge by appointment or during open access hours. The mix of appointment only and open access will allow students to receive services according to their comfort level.

Open access hours are:

- Monday to Friday
 - 12:00pm – 2:00pm
 - 7:00pm – 10:00pm
- Saturday to Sunday
 - 2:00pm – 4:00pm
 - 7:00pm – 10pm

Appointment only hours are:

- Monday to Friday
 - 9:00am – 12:00pm
 - 3:00pm – 5:00pm

Front desk hours are staggered to allow for delivery of mail, programming supplies and to allow for cleaning and disinfecting.

Amenities

The following amenities will not be available for access during the Fall term:

- Centennial Village fitness room and bootroom
- BrewLab and Animal Science Lab
- 3rd and 4th floors in Centennial Village

Front Desk Services

Laundry

Students will have access to the laundry facilities in the Clubhouse for townhouse students and in the main and second floor laundry rooms for Centennial Village students. The laundry card loading machine has been relocated to the Clubhouse to provide 24/7 access for all students. Occupancy limits are in effect, please note signage posted for limits within each laundry room.

Mail Distribution

Students can have mail delivered to residence, however mail keys and mailboxes will not be issued. Mail will be delivered Monday to Friday from 2:00pm to 3:00pm to student rooms or townhouses. Students will receive a notice 24 hours prior to delivery. Students who are not home to receive the delivery will have their mail placed inside their front door. Oversized packages will be arranged with the student for pick up.

Boardroom Bookings

The 2nd floor boardroom will be available for booking during the fall term. Booking will be done via the student housing portal. Booking of this space will automatically include an alcohol pass. Available time slots will be the same as open access lounge times.

Lockouts & Lost Keys

There will be a new process for responding to lock outs and lost keys. This will be reviewed during the virtual orientation.

Room Transfers

- Room transfers are permitted within Centennial Village.
- Room transfers are permitted from Townhouses to Centennial Village.
- Requests for transfers from Centennial Village to Townhouses or between townhouses will be reviewed on a case by case basis.

Resources for Students

CHOC will continue to offer support to students in connecting them to resources available on campus, to help students transition into college living, to assist with roommate mediation or just to provide a listening ear. Meetings with students will occur with the student preference in mind. Meetings are recommended to be held virtually where possible (via Zoom) but interaction via telephone conversation, email or in person can also be requested. Meetings will be booked via the student housing portal and students will be required to wear a mask for any in-person meeting, including within a townhouse.

The CHOC night operations team will continue to do rounds to monitor adherence to the Student Handbook guidelines as well as to assist students as needed. Students may be requested to show their residence lanyard and student identification. Students may be requested to step out of their

room or townhouse for an additional layer of safety during communication. Students are required to wear a mask during a meeting or interaction with a staff member, regardless of location.

Student Engagement

CHOC has a team of Resident Assistants to provide opportunities for social engagement to students living in residence. Programming activities will be primarily virtual but there will also be outdoor events, in person events as well as events delivered to your room or townhouse. Events that are delivered in person will have passed a safety assessment, have a social occupancy limit, and have a sanitization kit provided. The kit will contain cleaning supplies, hand sanitizer, disposable masks, and gloves. Students will be required to clean any shared item before and after individual use (such as ping pong paddles). A programming calendar will be provided every two weeks and posted in Centennial Village and delivered to townhouses. Students will be required to sign up for in person events using the student housing portal. Students wishing delivery of a programming activity (such as supplies for a paint night) to their room or townhouse can contact our office at campushousing@choc.ca or speak to an RA.

Maintenance Requests

Students will be able to submit maintenance requests through the student housing portal and requests will be assessed for repair. Critical repairs will be scheduled and performed with the student(s) removed from the unit. Low level repairs may be deferred to an academic break or after move-out to limit exposure and inconvenience to the student.

Health & Safety Protocols

Sanitization Stations & Dispensers

Sanitization stations will be placed throughout Centennial Village and in the townhouse Clubhouse as self-serve stations. Additional hand sanitizer dispensers have also been added to our facilities. Townhouses will receive a kit of cleaning equipment for their unit. Students are required to provide their own [cleaning](#) liquid (eg. Lysol.). Students can request cleaning liquid by emailing campushousing@choc.ca until they are able to restock their supply. Students in Centennial Village can book a cleaning kit through the student housing portal.

Cleaning Protocol

Centennial Village and the townhouse Clubhouse will be cleaned and disinfected a minimum of five (5) times per day Monday through Friday and three (3) times per day on weekends with a concerted focus on high touch areas.

Masks

Students will be required to wear a mask in all indoor spaces in residence facilities unless students are in their private rooms or townhouses. Please note students will be required to wear a mask if they are meeting with a staff member, regardless of location.

Soap is your Friend

Good hand hygiene can disrupt the germ cycle. Students are expected to be diligent with thorough hand washing. A handwashing instructional sticker will be placed in townhouse washrooms and in Centennial Village washrooms. If students run out of hand soap, please contact our office at campushousing@choc.ca and we will be happy to provide you with some until you can restock your supply.

Daily Self Assessment

It is expected that students will be monitoring their health and submitting their daily self assessment to Olds College via the OC App. If health concerns are highlighted, students will be advised to remain in their unit, contact Alberta Health Services Health Link (811) and comply with AHS direction.

Olds College Rapid Response Plan

As per the Olds College Isolation and Quarantine response plan, a response to an infection or any “on campus” emergence of symptoms will be rapid, measured, and appropriate. Students living in residence will be required to isolate and follow the direction of AHS and Olds College Health and Wellness.

It is a legal requirement for Albertans with symptoms to isolate for a minimum of 10 days if you have a cough, fever, shortness of breath, runny nose, or sore throat that is not related to a pre-existing illness or health condition. The mandatory isolation period is 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer.

If an Albertan tests positive for COVID-19, they are legally required to isolate for a minimum of 10 days. The isolation period is for 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer. <https://www.alberta.ca/isolation.aspx>

Students who are symptomatic must complete the Alberta Health Services Assessment Tool (which evaluates the presence of symptoms) and follow direction from AHS.

If directed to self-isolate, students will self-isolate in their room or may be directed to self-isolate in another location. The decision to relocate students to an alternate room or townhouse on campus for self-isolation will be made in consultation with an RN, CHOC and OC Student Health and Wellness. Isolation can be for a person or a group of people (e.g., residents of the same townhouse; members of a sports team).

Students in self-isolation must remain in their unit, separate themselves from others, monitor their health and follow directions from Health and Wellness Staff and AHS.

For students in isolation in residence, Health and Wellness will coordinate wellness checks, food delivery (this will vary depending if you are on a meal plan), laundry and garbage removal to allow for full isolation. CHOC will provide students with additional cleaning supplies in the event of isolation. Guests, including family, are not permitted in any residence with an isolating student. Students who wish to be with family may choose to isolate at home provided they can follow AHS protocols.

Olds College will have zero tolerance for students who disregard AHS protocol and may face eviction from residence. We recommend all students and families familiarize themselves with the Olds College Isolation and Quarantine response plan as only an excerpt has been provided in this document.

Residence Community & Respect

Respect is an important component of our living community and the culture that Olds College is continuing to build on campus. Each of us are responsible to contribute to the safety and well-being of our campus environment, and to support our shared educational and cultural goals.

Some examples of respectful behaviour are:

- Be aware that public spaces are shared spaces
- Help keep the community safe; be aware of your surroundings and conduct yourself in a peaceful, mature manner
- Wear your mask
- Practice good hand hygiene
- Stay home if you are sick
- Be aware of, and follow, campus policies and procedures
- Honor the diversity of our community; honor the differences among us, even when these differences may be uncomfortable or unfamiliar to you
- Be mindful of your language and gestures; supportive and respectful language is a primary goal
- Always get consent

It is everyone's responsibility to work together to create and maintain a respectful, safe environment.