

## CEA Housing Policies

Students should be familiar with CEA's complete housing policies. This information was provided to students as part of the application process and in their pre-departure materials and can also be found on our website:

[www.ceastudyabroad.com/docs/default-source/policy-library/CEA Policies](http://www.ceastudyabroad.com/docs/default-source/policy-library/CEA_Policies).

## Description

All CEA apartments in Florence are located in the historical center of the city, within walking distance of the Study Center and partner institution, the city's main points of interest and shopping areas. The walking distance from an apartment to the school varies; however, it never exceeds a maximum of 20 minutes on foot. Typical apartments are fully furnished and suitable to host from 2 to 8 students in double bedrooms; triple rooms may exist but are rare. Co-ed living is usually not accommodated; exceptions may be made but cannot be guaranteed.

Single rooms are sometimes available, but their numbers vary per semester. Allocation of single rooms will be based on availability and date of request. Please note that we cannot guarantee that all requests for single rooms through the Online Housing Application will be fulfilled.

## Local Rules & Regulations

### Meals

There is a fully equipped kitchen in each apartment in which students can prepare their own meals. Students will be provided with a card for the cafeteria at the University of Florence, which offers students discounts for lunch and dinner, 365 days per year. The cafeteria card must be returned to CEA before the end of the program.

### Phone

CEA apartments are not equipped with house phones. Students are strongly encouraged to have a working cell phone for the duration of their program. Please refer to our Onsite Policies for further information on cell phones: <http://www.ceastudyabroad.com/student-policy/cea-policies>

### Internet

All apartments are equipped with a wireless internet connection. Students should recognize that Italian connections are not as fast or reliable as their typical connections at home. . An adequate internet connection is guaranteed in all common areas of the apartment, but cannot be guaranteed in all bedrooms.

### Linens

Two sets of bed linens are provided; however, students have to be prepared to provide their own towels and a third set of sheets, should they desire them. They can either bring their additional linens, or purchase them upon arrival. If students choose to purchase their linens upon arrival, the CEA Onsite Staff will provide them with more information on where to purchase them. Beds are twin size.

### Laundry

Each apartment is equipped with a washing machine. Dryers are not available, as they are a rarity in Italy. Supplies to allow you to line-dry your clothes will be available. Students must be aware that in Florence it is prohibited to dry clothes out of windows that look out onto the street. There are laundromats in Florence where students can wash and dry clothes. During orientation the CEA Onsite Staff will provide students with more details.

### Smoking

Smoking is not permitted in any CEA apartment, including on balconies or patios.

### Amenities

Each apartment is furnished with a comfortable but simple living space, twin sleeping area(s), bathroom(s) and kitchen(ette).

### Guests

CEA students are responsible for the conduct of their guests while in CEA housing. **No overnight guests of any kind are permitted in any housing assignment, per Italian law.**

### Curfew

There is no curfew in the CEA Apartments. However, excessive noise inside or outside of an apartment is illegal after 11pm, punishable by fine. Students must be respectful of their roommates and neighbors.

### Keys & Security

Each student will be issued keys to his/her apartment upon arrival. Students are required to follow the security procedures dictated by the specific housing assignment which includes but is not limited to: keep apartment keys separated from the apartment address, be sure that the building and the apartment doors are always closed. Never open the building door to anyone who has not first identified himself.

At the end of the program, apartment keys must be returned. Students will be provided with more details during the check-out meeting with the Onsite Staff. A minimum fee of Euro 50 will be deducted from the program damage deposit for each set of keys not returned upon completion of the program.

### Check-in

Upon arrival, students will be met or accompanied to their assigned housing by a CEA representative. All essential information will be given to the student(s) to ensure that they understand certain specifics about their own apartment. Following this, during Orientation, meetings are organized within student apartments in order to walk students through the particulars of his/her own living space and ensure that students know how everything in the apartment works. All students housed in the apartment must be present for this meeting.



## Housing Overview

Florence, Italy

Apartment

### Housing Checks

During the program, CEA Onsite Staff may conduct housing checks. Typically, these checks are announced; however, CEA reserves the right to check apartments at any time during the program without prior notice to students.

At the end of the program, a check-out meeting may be scheduled by CEA Onsite Staff together with the residents of each apartment. All students housed in the apartment must be present for the appointment.

Please note that **all housing must be vacated on the program end date no later than 12:00pm (noon).**

### Housing Problems

In case of housing problems, students must contact CEA Onsite staff immediately using the appropriate method of notification, indicated during Orientation. The Onsite Staff will work with the housing administration to resolve any problem that may arise. Students must be aware that it may not be possible to resolve some problems immediately.

### Utilities

CEA will cover all reasonable utility expenses. Students who incur utility charges above and beyond what is deemed reasonable by CEA will be responsible for paying the excessive charges. CEA Onsite Staff will notify students if their utility meter readings indicate that they are using more than their allotted amount.

Please note that utility rates are typically much higher in countries outside the US. Students are expected to be mindful of this when using electricity, water and gas in their host country, and to be conservative in their use. It may take up to three months for foreign utility bills to be issued; therefore, CEA reserves the right to hold program deposits until all utility bills have been reviewed.

### Damages

Unless students notify CEA Onsite Staff of a pre-existing damage in their apartment within 24-hours of check-in, students are responsible for any damage to the apartment and its contents incurred during their stay. All students must respect all furniture, property, and other items provided. Students are required to report damages and malfunctions as they occur, in a timely manner. This rule applies as well to malfunctions of any kind in the apartment, from plumbing to electricity problems. Not only will this enable the problem from being resolved in a timely manner, but it also may assist in keeping any costs to a minimum. All CEA apartment landlords will have the final say on damages.