

## CEA Housing Policies

Students should be familiar with CEA's complete housing policies and CEA housing description and regulations below before confirming their housing application. CEA Housing policies can 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).

## Foyer Overview

Students will be living in a Foyer amongst French and international students who attend Parisian universities, making for an animated, authentically Parisian community. Some foyers are co-ed, while others are single-sex. Students living in the Foyer are very academically oriented and they attend many different schools. For this reason, this housing option is ideal for students who are interested in immersing themselves in the French language and the typical life of a French student in Paris. All foyers are located within various arrondissements within the city on convenient metro lines, that bring students anywhere in Paris in 20-40 minutes. Students should expect to commute to their classes.

## Rules & Guidelines

### CEA Housing Agreements

1. I agree that I am a guest in my host country and am prepared to learn about and adapt to the cultural differences that I may encounter. I understand that the rules and etiquette in my assigned housing may be different than what I may be accustomed to at my home institution.
2. I agree to be respectful of my roommates and their personal items. I understand that part of my experience is learning to live with others and to respect and appreciate personal differences. I understand that if I am unable to resolve any conflict that may arise between my roommates and me within a reasonable timeframe, that CEA onsite staff has the authority to intervene and take appropriate actions, which may include, but may not be limited to, a change of housing. I further understand that I will be responsible for any costs incurred as a result of such an event.
3. I agree to be respectful of all residential and building property. This includes all items within my room, shared common areas, and the building. This also includes keeping my room and/or apartment clean throughout the duration of my program. Please see Damages section below for further details regarding cleaning.
4. I agree to be respectful of my neighbors, both within my building and in the surrounding areas. This includes keeping noise levels down and being discreet and quiet in the surrounding streets when coming home late. In many countries, it is against the law to make excessive noise after 10 pm.
5. I understand that as a representative of CEA, my home university, and the US, I am expected to conduct myself in a considerate and respectful manner while in my housing.
6. I agree not to consume any illegal substance in my housing.
7. I agree to thoroughly read the guidelines included below, and I understand that I will be held responsible for adhering to them for the duration of my program.

### Meals

Foyers are "demi-pension" residence halls, so students are provided breakfast and dinner from Monday to Friday (approximate hours: 6:45-8:30am and 7pm), except on national holidays and over French-university break periods (dates to be communicated upon arrival). Hot drinks are served on weekends for breakfast. Students living in a Foyer have access to a shared kitchen, semi-equipped for all your cooking needs. Additional utensils and kitchenware can be borrowed from CEA for individual usage. Students can prepare their own meals and eat in the dining room of the dorm, and can ask for an individual storage box in the fridge for storing their personal food. If they do so, they are responsible for the cleanliness of the kitchen and must diligently clean the kitchen surfaces and their dishes. It is forbidden to eat, cook or use electrical appliances such as hot plates, mini fridges, or electric tea kettles in your bedroom.



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### **Phone and Internet**

CEA requires that students have a local service phone number available to staff for emergency contact purposes. Relying on WiFi spots for communication is not dependable and will not ensure that CEA staff can reach you in the case of an emergency. Students may choose to acquire a cell phone prior to departure or from a local provider once they arrive in Paris. During Orientation, CEA program staff will share more information regarding local cell phone options. We encourage our program participants to research their options and choose the best provider to meet their needs. Students must communicate local cell phone numbers to CEA staff within 5 business days.

Some foyers are equipped with WiFi in designated area of the building, where others have ADSL cable connections. WiFi access is not guaranteed in the bedrooms. There are no reimbursements to students for internet outage due to circumstances out of our control (malfunctioning modem, provider or sector outage, etc.)

In CEA housing and the CEA Study Center, students agree to abide by the French law 2009-669 of June 12, 2009, otherwise known as the HADOPI law, which stipulates that downloading any copyright-protected material from the internet is illegal and subject to sanctions.

### **Linens**

Students will be provided with a pillow and a blanket. Students must provide their own bed linens and towels. These may be brought from home or purchased onsite, but students should remember that there won't be much time or opportunity for shopping in the first 3 days of the program. Beds at Foyers are twin-size.

### **Laundry**

There are a limited number of coin-operated washing machines and dryers available for the students to do their laundry.

### **Smoking**

There is no smoking allowed in the foyer. Students may smoke outside in the garden or on the patio, provided that they properly dispose of their cigarettes.

### **Amenities**

All rooms are furnished including a bed, table, lamp and closet. All rooms include a private sink, while showers and toilets are shared in each hall. CEA students are typically housed in double rooms, either with another CEA student or an international or French student. The Foyer has several common rooms for studying and socializing, which depending on the foyer can include a study room, a library, a computer lab with internet access, and a meeting room with TV and VCR, piano and games.

### **Guests**

CEA students are not permitted to have any non-residents in their rooms at any time. Students may receive guests in common areas at certain hours which vary per Foyer. CEA students are responsible for the conduct of their guests while in CEA housing. Overnight guests are strictly prohibited in all housing assignments.

### **Building Access**

For security reasons, some foyers restrict building access after certain hours of the night. If building access is restricted, the exterior doors to the Foyer close and lock at designated times (generally between 12:30 and 1:30am). Foyer residents may not enter after this time and must find alternate accommodation for the night. Depending on the foyer, on Friday and Saturday nights, the main doors close later or are not restricted at all. In the morning, exterior doors are open starting at approximately 6:00am. Students may periodically request a building access extension at the welcome desk at certain Foyers.

For security reasons, Foyers request that students alert the reception to their presence in the building (using a system similar to punch-in/out cards). It is a law in France to not make noise after 10pm. This includes not taking a shower after 10pm or before 6:30am. Please respect the quiet time of your roommates and neighbors.

### **Keys & Security**

Students will be issued a magnetic badge and a room key to their room upon check-in. Under no circumstances may students make a copy of their key. In the event that the badge or the key is lost during the program, students will be responsible for the cost of replacement. A minimum fee of \$50 will be deducted from the program damage deposit for

each set of badge and key not returned upon completion of the program. In addition, students are required to follow any additional security procedures as dictated by their specific housing assignment/facility.

### **Check-in / Check-out**

Upon arrival, a member of the staff at the Foyer will conduct a check-in of your room and fill out an inventory form. At check-out, the state of your room will be compared to this form in order to assess any damage that may have been done during your stay. CEA will monitor student housing check-out at the end of the program. You must adhere to the proper check-out procedures when vacating CEA housing, which include turning in keys, removing personal items, waste and debris, and leaving the room/apartment in an acceptable, clean condition.

The CEA onsite staff will make every effort to inform students of any fees that will be withheld from the program deposit prior to departure; however, CEA reserves the right to inspect housing after students' departure.

### **Housing Inspections**

For reasons of safety, security, and prevention, foyer staff and CEA personnel reserve the right to inspect students' rooms at any time. Housing inspections could occur at any time, with or without notifying the student ahead of time. If housing is found in a state that is not hygienically sound, CEA reserves the right to schedule a professional cleaning at the charge of all roommates. If necessary, professional cleanings will continue throughout the course of the semester, again, at the charge of all roommates.

### **Housing Problems**

CEA commits to providing suitable student housing. Once housing is assigned by CEA, there are only limited or special circumstances in which CEA will make changes to a student's housing assignment. Such changes will be made at CEA's discretion and will require payment of \$300 (Change of Housing Fee) and any additional fees incurred as a result of the change. All changes are subject to availability.

CEA reserves the right to fill any empty housing with CEA students at any time throughout the program.

For academic year and double semester students, changes to housing preferences for the second semester must be made no later than the application closure date for the second semester.

If the student is asked to leave the housing assignment due to his or her misconduct (as determined by the host family, landlord, dormitory director or CEA; see CEA Code of Conduct for further details), and is allowed to remain on the program at the discretion of CEA, the student will forfeit their \$300 security deposit. The student will not be issued a new CEA housing assignment, and no refunds will be available. In addition, CEA staff will not assist students in finding new independent housing. Please note misconduct may result in immediate expulsion from CEA housing and/or the CEA program.

### **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. 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. If the program damage deposit does not cover all utility charges, the student will be billed accordingly. CEA reserves the right to withhold academic transcripts for any outstanding balance on student accounts.

Please note that utility rates are typically much higher than in the US. Students are expected to be mindful of this when using electricity in their host country, and to be more conservative than they might otherwise be accustomed to.

### **Maintenance**

While CEA works to source the best and fastest service possible, students should recognize that it can sometimes take days or weeks to manage a maintenance issue in a foyer. CEA works closely with foyer staff to find solutions as quickly as possible. Cooperation and patience are essential in reporting any problems or difficulties within a reasonable time period so that CEA can assist in finding a resolution. Students are welcome to contact foyer staff directly in the event of a maintenance issue. Foyer staff can often troubleshoot solutions quickly as they are onsite and work closely with regular facilities maintenance staff.

**Sound Environment**

CEA residence halls are inspected by a professional cleaning team before student arrival. If students suspect the beginning of an infestation in CEA housing at any point in their stay, they must alert CEA housing staff immediately, so that the proper eradication steps can be taken. Responsibility for treatments and exterminations for infestations, including insects, bedbugs, mice etc are studied on a case by case basis, taking into account the general upkeep of the room, how long students have been living there, and whether proper precautions had been taken. Please note that treatments, exterminations and cleanings can be chargeable up to 300 Euros per student. Students are encouraged to take the proper precautions, outlined during Orientation, to avoid these kinds of maintenance issues.

**Damages**

All students must respect all furniture, property, and other items provided. All damage, even unintentional, will be billed to the student responsible. If responsibility cannot be determined, the cost will be split equally among all residents. Please note: If excessive cleaning and/or trash removal is required at the end of the program, students will be responsible for all additional costs incurred. In addition, CEA will, without liability, dispose of any personal items left in CEA housing at the end of this contract term. If the program damage deposit does not cover all charges, the student will be billed accordingly. CEA reserves the right to withhold academic transcripts for any outstanding balance on student accounts. In the absence of detailed invoices to repair damages, students will be billed according to the CEA damage pricing list.