

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.

Local Rules & Regulations

Description

Students will be living at a Casas de Bogotá, this will offer the benefits of an apartment, but also provides the comforts of a home stay such as meals, laundry and cleaning. Our Casas de Bogotá are located within 30-45 minutes on public transportation from Universidad de la Sabana, in safe, middle class neighborhoods. Casas are located in gated communities with 24/7 security cameras and security guards. Students will be provided daily breakfast and dinner, Monday through Saturday. In addition, students will have access to a kitchen where they can warm food and prepare light meals and beverages. This is a great opportunity to experience what it is like to live with a Colombian family but in a more independent set-up.

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 resident 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 clean throughout the duration of my program.
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.
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 alcohol or 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

Housing Overview

Bogotá, Colombia
Casa de Bogotá

Students will enjoy daily breakfast and dinner at their Casas. Students are reminded to please ask before taking any food outside of meal times, since they are guests in someone's home. You may buy and keep some food in the refrigerator or kitchen cabinets. However, you must ask your host family if they can make some room for your things in the kitchen.

Phone and Internet

Internet is provided in Casas. There will likely not be a phone in each Casa. Students will be responsible for any outgoing calls by using a local/international calling card.

Linens

Students will be provided with all bed linens, including pillows, sheets and a comforter. Students should bring their own bath/beach towels.

Laundry

Students while living in the Casa will have their laundry done.

Amenities

Each student's room is fully furnished including a bed, a closet/dresser and a locked drawer for students to keep their valuables safe. Most rooms have a private key for the student only. Students will share living areas at their Casa with the host family. As a guest in someone's house, students should always ask before using items in the Casa.

Guests

CEA students are responsible for the conduct of their guests while in CEA housing. Students should always ask before bringing someone to the house. Overnight guests are Not Permitted in any housing assignment. Guests are not allowed in the rooms.

Curfew

Students have no curfew. Please respect the quiet time of your roommates and neighbors.

Drugs and Alcohol Use

Alcohol, drugs or other illegal substances are ABSOLUTLY PROHIBITED in all CEA Housing. Furthermore, students who consume alcohol or illegal substances in their housing and/or come home while intoxicated will be subject to disciplinary actions. Such disciplinary actions may include written reports, expulsion from the housing and expulsion from the CEA program without the right to reimbursement.

Keys & Security

Each student will be issued keys to their housing upon check-in. This may include a key to their room, a key to the apartment/house, and a key to the exterior gate. Under no circumstances may students make a copy of their keys, or give their keys to anyone.

Students are responsible for keeping their apartment doors locked at all times and locking the building's main door when they enter or leave the building. Students are required to follow any additional security procedures

Housing Overview

Bogotá, Colombia
Casa de Bogotá

as dictated by their specific housing assignment/facility. Under no circumstances may students make a copy of their keys. If keys are lost, students are responsible for the cost of replacement and, in some cases, replacement of door locks.

In the event that keys are lost during the program or that students don't follow CEA regulations, 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 keys not returned upon completion of the program. Students are required to follow any additional security procedures.

Personal Belongings

Students are responsible for securing their personal belongings. CEA is not responsible for and does not reimburse students for lost or stolen goods. Most Casas have locks on the private room doors, but students are advised to bring a lockable suitcase with them and insure their possessions.

Fire Safety

Tampering with smoke detectors is forbidden; violations will result in fines. Students must avoid creating fire hazards and report any fire hazards to their host and CEA as soon as possible. For example, using candles is a fire hazard and should be avoided.

Check-in

Students will be given a full set of keys and will be explained the rules of their specific housing assignment.

Housing Checks

CEA reserves the right to:

- Allow entry by authorized personnel for inspection and repair;
- Allow entry by authorized personnel for disciplinary purposes upon reasonable cause to suspect violations of CEA conduct regulations, in an emergency, or for any other appropriate reason.

Check-out

CEA will monitor student housing check-out at the end of the program. You must adhere to the proper checkout procedures when vacating CEA housing, which include turning in keys, removing personal items, waste and debris, and leaving the room 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 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.

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



Housing Overview

Bogotá, Colombia
Casa de Bogotá

allowed to remain on the program at the discretion of CEA, 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. Please note that water, electricity and telephone charges are very expensive in countries outside the US. Students are expected to be mindful of this when using these services in their host country, and to be more conservative than they might otherwise be accustomed to.

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.