

### CEA CAPA Housing Policies

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

### Residence Hall Overview

Students will be living in a Parisian Residence Hall. Located across the city and housing between 80 and 200 residents, residence halls offer students the opportunity to be a part of a larger student community and to make friends from around the world. While students will find some aspects of these buildings comparable to what they have experienced in their home schools, it is important for them to keep in mind that Parisian residence halls follow local and traditional standards of student accommodations. The several different sites that CEA CAPA has partnered with all have different characteristics. Depending on the building, students could be living with French, International or American students. In some residence halls students could be sharing a room with other CEA CAPA students, and in others students could be paired with an international or local student. Some residence halls have cafeterias on site. All residence halls are in close proximity to convenient metro lines that bring students to the city center within approximately 15 to 20 minutes. Students should expect to commute to their classes. Typically, they will be located within 30 - 45 minutes by metro or bus from your host institution.

### Rules & Guidelines

#### CEA CAPA 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 CAPA 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 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 CAPA, 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

Depending on the residence hall, students have access to one, shared, communal kitchen or kitchenettes located on each floor. Students can prepare their own meals and eat in the kitchen area, or in some cases, in their rooms. It is forbidden to cook or use electrical appliances such as hot plates, mini fridges, or electric tea kettles in your room. Utensils and kitchenware can be borrowed from CEA CAPA for individual usage. All residents are responsible for the cleanliness of the kitchen and must diligently clean the kitchen surfaces and their dishes after use.

### **Phone and Internet**

CEA CAPA 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 CAPA 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 CAPA 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 CAPA staff within 5 business days.

Some residence halls are equipped with WiFi in designated area of the building, where others have ADSL cable connections. Wi-fi 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 CAPA housing and the CEA CAPA 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. In some residence halls, bed linens are also provided. Please see your housing assignments for information about bed linens and bed sizes in your particular residence hall. Students must provide their own 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.

### **Laundry**

Students have access to a laundry room (washers & dryers) within the residence hall building. A load of laundry costs approximately 5€.

### **Smoking**

There is no smoking allowed in Residence Halls. Students may smoke outside.

### **Amenities**

CEA CAPA students will live in doubles, triples or quads. Each room is equipped with a sink, beds, and clothes storage. Certain residence halls have a toilet in the dorm room, while others have shared toilets on the hall. Rooms are single-sex, but floors, including showers and toilets on the hall, are mixed. Residence halls have a combination of common areas for all students, including student lounges, study halls, computer labs and games rooms. Residents are responsible for keeping dorm rooms and common areas clean; however cleaning schedules are put in place for common areas by each Residence Hall.

### **Guests**

CEA CAPA students are responsible for the conduct of their guests while in CEA CAPA housing. In certain residence halls, guests are not permitted in bedrooms but are allowed to visit in common areas. Overnight guests are not permitted in any housing assignment.

### **Curfew**

Students staying in residence halls have no curfew. It is a law in France however, to not make noise after 10 pm. Please respect the quiet time of your roommates and neighbors.

### **Keys & Security**

Each student will be issued keys to their housing upon check-in. Under no circumstances may students make a copy of their keys. In the event that keys are lost or damaged during the program, students will be responsible for the cost of replacement. In addition, students are required to follow any additional security procedures as dictated by their specific housing assignment/facility. The building has either a security code (digicode) that must be entered on a keypad or a magnetic badge to enter the main doors. This code/badge is NOT to be shared with anyone who does not live in the building. Students must go downstairs to let in any visitors.

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

Upon arrival, a member of residence hall staff 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 CAPA will monitor student housing check-out at the end of the program. You must adhere to the proper check-out procedures when vacating CEA CAPA housing, which include turning in keys, removing personal items, waste and debris, and leaving the room/apartment in an acceptable, clean condition.

The CEA CAPA 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 CAPA reserves the right to inspect housing after students' departure.

### **Housing Inspections**

For reasons of safety, security, and prevention, residence hall staff and CEA CAPA 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 CAPA 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 CAPA commits to providing suitable student housing. Once housing is assigned by CEA CAPA, there are only limited or special circumstances in which CEA CAPA will make changes to a student's housing assignment. Such changes will be made at CEA CAPA'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 CAPA reserves the right to fill any empty housing with CEA CAPA 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 CAPA; see CEA CAPA Code of Conduct for further details), and is allowed to remain on the program at the discretion of CEA CAPA, the student will forfeit their \$300 security deposit. The student will not be issued a new CEA CAPA housing assignment, and no refunds will be available. In addition, CEA CAPA staff will not assist students in finding new independent housing. Please note misconduct may result in immediate expulsion from CEA CAPA housing and/or the CEA CAPA program.

### **Maintenance**

While CEA CAPA 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 residence halls. CEA CAPA works closely with residence hall 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 CAPA can assist in finding a resolution. Students are welcome to contact residence hall staff directly in the event of a maintenance issue. Residence staff can often troubleshoot solutions quickly as they are onsite and work closely with facilities maintenance staff.

### **Sound Environment**

CEA CAPA residence halls are inspected by a professional cleaning team before student arrival. If students suspect the beginning of an infestation in CEA CAPA housing at any point in their stay, they must alert CEA CAPA 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.

### **Utilities**

CEA CAPA will cover all reasonable utility expenses. Students who incur utility charges above and beyond what is deemed reasonable by CEA CAPA will be responsible for paying the excessive charges. Please note that electricity is very expensive in countries outside 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.

### **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 CAPA will, without liability, dispose of any personal items left in CEA CAPA 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 CAPA 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 CAPA damage pricing list.