

Residence Guidebook and Community Standards

2023/2024



RESIDENCE LIFE

ST. FRANCIS XAVIER UNIVERSITY

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Welcome to Residence!

Welcome to Residence Life at St. Francis Xavier University!

The Residence Life team is excited to welcome you to your new community located in Mi'kma'ki, the ancestral and unceded lands of the Mi'kmaw people on the beautiful East Coast of Canada!

We strive to create an environment where all students feel welcome, safe, and comfortable so you can flourish both academically and personally. Residence at StFX is a place where learning continues outside of the class through meeting other students from all over the world, engaging in residence programs, Living Learning Communities, and leadership opportunities such as House Council. No matter your interests we have something for you!

This handbook is a guide to help you transition to your new home and understand the resources available to you. It also describes the rights and responsibilities of all students who live in residence. For all the latest updates on what is happening in residence and on campus be sure to check your StFX email, *this is the email where all communications to you will be directed.*

On behalf of the Residence Life and Student Life team, welcome, we hope you enjoy your experience at StFX and we wish you all the best in the upcoming semester!

Jacqueline De Leebeeck
Director, Student Life

What does it mean to be Xaverian?

The Xaverian journey looks different for every student, but we all share an understanding of what it means to be Xaverian. Being Xaverian is an **action**. It is a commitment to caring about the community we are part of, working every day to make it and ourselves better. It is an understanding that, as a community, we embrace and live by the rights and responsibilities identified below:

Belonging - It means being part of- and making others feel part of a community. Here each of us is seen, valued and, without exception, belongs.

Resilience – It's through adversity that we grow most profoundly. Here, we support each other when faced with challenges, stress, or hardship.

Courage – Lead and always speak up to do what is right. Courage is leading by example so that others can follow.

Respect – We value the dignity, feelings, wishes, rights, beliefs, boundaries and traditions of others. We all deserve it.

Learning – We are open-minded, educating ourselves about the cultures that surround us, seeking to understand perspectives other than our own, reflecting on and growing from the ideas and experiences we encounter both inside and outside of the classroom.

Flourishing – We build on our personal strengths to develop optimal physical and mental health, happiness, social connections, meaning, purpose and overall wellbeing in life.

Community – We are a group of people we are responsible for and accountable to each other. Respect for self and others is central to being a healthy and engaged member of our community.

Your Residence Life Team

Residence Life Coordinators (RLCs)

RLCs are full-time live-in professionals who are responsible for the oversight of our individual residence communities. Your RLC is your go to first point of contact for anything you need. RLCs are trained in many different areas including crisis intervention, conflict resolution and mediation and serve as a support for you during your time in residence. RLCs are responsible for overseeing the team of Community Advisors (CAs) and Senior Community Advisors (SCAs) living in the building. They will also refer you to the right resource on campus for anything at all you might need.

Senior Community Advisor (SCA)

Each building has an SCA. The SCA is an experienced member of the team who takes on additional leadership responsibilities within the building including but not limited to advising House Council, assisting CAs in programming and community building and mentoring students. While CAs usually look after just one floor, the SCA provides guidance and leadership for the entire building.

Community Advisors (CA)

CAs are student leaders who live in your residence with you. Their role is to help build a strong floor community, host events and activities, and ensure the safety of all residents in the building. CAs are specifically trained to help your transition to university life and are a great point of contact if you have questions about your residence, StFX in general, or just need advice.

Your Extended Residence Team

- **Housing Front Desk** – Reach out to Rachel with any questions or requests relating to University Housing & Rachel will be able to help you!
 - Rachel Fraser residence@stfx.ca
- **Coordinator, University Housing** – Reach out to Colin with any questions relating to Housing fees, meal plans, room changes, etc.
 - Colin Rankin crankin@stfx.ca
- **Manager, Residences** – Reach out to Brandon with any questions regarding the Residence experience at StFX.
 - Brandon Randall brandall@stfx.ca
- **Manager, University Housing** – Connect with James for help with Housing-related inquiries.
 - James Tobin jetobin@stfx.ca

Celebrating Diversity in Residence

The Department of Residence Life is committed to advancing Equity, Diversity, Inclusion and Accessibility work both in residence and on campus in order to help create vibrant and welcoming spaces for all students. Our residence community is strengthened by the diversity and growth that comes from an inclusive and welcoming residence environment, which is home to many people every year.

We acknowledge that our campus and its residence buildings are located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. Valued places for us are Kiknu "Our Home", StFX's Indigenous Student Centre, which supports a space is safe our indigenous students and promotes peer mentoring and learning. Kiknu champions friendship as we collectively journey toward truth and reconciliation, work that is supported by the Diversity Engagement Centre (DEC) and Campus Chaplain, with whom we are proud partners.

The Diversity Engagement Center (DEC) is a welcoming, safe and inclusive space for all students to study, socialize and find resources. It hosts events throughout the year celebrating diversity including Pride and African Heritage Month. It is also where the Black Student Advisor, International Student Advisor, and Gender and Sexual Diversity Advisor are located. Our Campus Chaplaincy supports all students regardless of faith or religious practice and is an excellent resource.

If you have questions or concerns about diversity and inclusivity on our campus or about support for your own cultural or spiritual practices while living in residence, please don't hesitate to contact us or to speak with one of our Diversity Engagement Advisors or Chaplain listed below.

Our Diversity Engagement Advisors are:

Akua Poku
Black Student Advisor
433 Bloomfield Centre
apoku@stfx.ca

Terena Francis
Coordinator of Indigenous Student Affairs
105 Coady Int'l Institute – West Wing
tfrancis@stfx.ca

Aimee MacDonald
Gender and Sexual Diversity Advisor
434 Bloomfield Centre
Amacдона@stfx.ca

Lubna Rahman
International Student Advisor
432 Bloomfield Centre
lrahman@stfx.ca

Our Chaplaincy:

Fr Donald MacGillivray
University Chaplain
306 Bloomfield Centre
dwmacgil@stfx.ca

Important Dates

Fall Term - 2023

- Welcome Day – September 1
- First Day of Classes – September 5
- Last Day to Change First Term or Full Year Courses – September 12
- First Term payment is 65% of all fees – September 15
- Society Fair – September 14
- December Exam Schedule Posted – September 28
- National Day of Truth and Reconciliation – September 29 (No Classes)
- Thanksgiving Day – October 9 (No Classes)
- Last Day to Drop First Term Three Credit Courses – November 1
- Fall Study Break – November 6 to November 10
- Remembrance Day Observed – November 10 (offices closed)
- Feast Day of St. Francis Xavier – December 3
- Last day of Classes for Fall Term – December 6
- Exam Quiet Hours Begin in Residence – December 6
- Exams Begin – December 9
- Exams End – December 19

Winter Term – 2024

- Residence Re-opens – January 7
- First Day of Classes – January 8
- Last Day to Drop Full year courses or change second term courses – January 15
- Remaining Student Account balance is due in full – January 15
- April Exam schedule posted – January 31
- Nova Scotia Heritage Day – February 19
- Winter Study break – February 19 to February 23
- Classes Resume after Break – February 26
- Last day to Drop second-term three-credit courses – March 8
- Good Friday, no classes, offices closed – March 29
- Last day of classes for winter term – April 8
- Exam Quiet Hours Begin in Residence – April 8
- Examinations begin – April 10
- Examinations end – April 23

Packing for your Home Away From Home

When deciding what to bring to residence think about what you need to feel good in your space and to “move in” to your home away from home. Below are some top recommendations from past students, as well as a list of items that you are not allowed to have while living in our community environment.

What to Bring:

- Clothes & footwear for all seasons and weather (snow, rain, cold, warm)
- Clothes hangers
- Linens, Pillows, Mattress pad, Twin/Double sheets and comforter set (before purchasing bedding double check which type of bed comes in your assigned room).
- Self-care items
- Toiletries & toiletry bag (toothpaste, toothbrush, shampoo, conditioner, deodorant soap/body wash)
- Flip flops for showers
- Laundry detergent & dryer sheets
- Laundry bin
- General room cleaning supplies (spray, broom, cloth)
- Computer, charger, network cables and a power bar (CSA approved)
- Headphones, Phone charger
- Backpack

What NOT to Bring:

Below are some items that are prohibited in residence. Having prohibited items in residence will be addressed by a Housing or Residence Life team member and may result in confiscation:

- Animals / pets (Fish in a small fishbowl are permitted)
- Weapons (including but not limited to firearms, BB guns, air pistols / rifles, pellet guns, paint guns, ammunition, hunting / exotic knives, multi-tools, Swiss army knives, swords, archery equipment, target pistols, machetes, etc.), replica weapons, or toy weapons
- Explosive devices, propane canisters, gel burners, flammable liquids or other hazardous substances
- LED Strip lights that have the self-adhesive (they take the paint off)
- Candles, lanterns, incense, and other incendiary materials or sources of open flame
- Items that have an open heating element. (Examples include but are not limited to hot plates, toasters, toaster ovens, electric frying pans, air fryers, deep fryers, toaster ovens, grills, etc.)
- Electric heaters
- Bongos
- Older extension cords that do not have surge protectors
- Hooks or nails, residents may only use 'paint-friendly' adhesives (Sticky tack)
- Halogen light bulbs (known for producing high heat which can lead to fires)
- Non university furniture (Due to pest control and prevention of bed bugs, fleas, lice)
- Drinking game paraphernalia including but not limited to: Beer Pong tables, funnels and / or other speed-drinking devices
- Brewing / distilling equipment or apparatus / Home grow kits or cannabis plants
- Illegal Drugs and/or drug paraphernalia
- Any other materials or objects which will endanger student health and safety in residence
- Devices that amplify noise including but not limited to large speakers, guitar or bass amp, or sub-woofers
- Glassware (Beer bottles, bongos, other fragile containers that could break easily)
- Cannabis or Alcohol of any kind for residents under 19 years old
- Large quantities of alcohol (see section on quantity limits p. 19)

Your Residence Contract

By accepting your room assignment, you are agreeing to the terms and conditions outlined in the residence contract.

So, what is the Residence Contract?

The Residence Contract is your lease agreement to live in university residence on campus. The contract is an agreement between the landlord (University Housing), and the tenant (you). The Residence Contract outlines the expectations, limitations, and responsibilities of each party.

We strongly encourage you to review your Residence Contract in detail prior to coming to StFX, especially the information related to damages and how those are handled.

NOTE “Damages, theft and/or loss in a common area which cannot be identified as the responsibility of specific individuals will be the responsibility of the Residents living in the residence section, house, staircase, or floor in which the damage, theft and/or loss occurred. The cost for repairing damage to common areas or for replacing University property stolen or lost from common areas will be prorated among the Residents living in the residence section, house, staircase, or floor in which the damage, theft and/or loss occurred”

You can find a copy of the full 2023/24 Residence Contract:



Residence Amenities & Services

Mail

All students living in residence are assigned a mailbox which is located on the first floor of the Bloomfield Centre. Mail is delivered by Canada Post to the University daily. Please note that mailboxes are shared. If you are looking to have something mailed or shipped to you in residence, please use the address below:

STUDENT NAME
5555 Union Place, StFX University
Antigonish, NS
B2G2W5

Looking to send mail? There is a mail drop located at the post office counter on the first floor of the Bloomfield Centre. All mailing can be done at this station. They sell stamps as well. Envelopes can be purchased at the bookstore, right across from the post office.

Laundry Services

Laundry rooms are provided in each residence for your convenience. Each residence student is charged a flat fee of \$145 for laundry, which gives you unlimited access to the machines in your building so there is no need to worry about laundry cards or spare change! A couple of tips...

- Use a high efficiency (HE) detergent. It’s more concentrated so you use less!
- Don’t overload these machines, as that may cause damage that prevents other students from using them. Please treat these facilities with respect.
- If you notice a machine is not functioning properly let your CA know or email Facilities Management at FM@stfx.ca
- Not sure how to do laundry? Connect with your CA and they’ll show you!

Common Spaces: Social Lounges & Study Spaces in Residence

Every residence building has communal spaces that students are welcome to use at any time. These features vary depending on the building type.

Traditional Style Residence– Offers lounge and study space within the building where students can gather, study individually or work on group projects.

Suite Style Residence— Typically includes study spaces, lounges and kitchens throughout the building often located on every floor.

Residence Storage

Each traditional and suite style residence has a room for storage during the academic year. These rooms are available to students to store large items such as suitcases, hockey equipment, trunks, etc. If you choose to use one of these rooms, know that the University is not responsible for any lost or stolen items.

Storage rooms are kept locked at all times. If you need access to one of these rooms ask your CA. All storage rooms in residence must be left vacant at the end of the academic year. Any items left behind will be destroyed or donated to charity.

Overnight Parking

- Only students living in residence will be eligible to register for and purchase an overnight parking permit.
- If you want to leave a vehicle on campus you will need to purchase an overnight permit at a cost of \$400 for the full academic year and you must use designated parking areas only.
- Students with overnight permits *do not need to purchase an additional daytime permit*.
- Overnight parking permits can be picked up at the Charles V. Keating Centre Box Office. Students will be asked for their ID to match with the data that is in the system.
- If you have any questions, please reach out to boxoffice@stfx.ca or check out <https://tprostfx.ticketpro.ca/fr/pages/stfxparking>

Liability Insurance for Residents (Tenants Insurance)

St. Francis Xavier University is pleased to include property and liability insurance for students while living in residence. This insurance will be included as part of your residence fees, and will cover your personal belongings and protect you against loss or damage you may be liable for. For students who maintain their own insurance throughout their residency the coverage provided by this program is primary and any personal policy will sit in excess.

Coverage

The following insurance coverages are provided while living in residence:

\$10,000

Contents Coverage

Each student will be provided with coverage to protect your personal belongings up to \$10,000 — subject to a \$500 deductible. The policy provides coverage for all risks of loss or damage subject to exclusions.¹ Claims will be settled on a “replacement cost” basis (without deduction for depreciation).

\$1,000,000

Personal Liability Coverage

If a student is found to be responsible for causing accidental damage to university property or another student’s property (for example, if a student accidentally started a fire in their room) or accidental bodily injury to another person, the policy will respond up to \$1,000,000 to pay legal expenses and compensatory damages for which they are found to be legally liable.

\$2,500

Additional Living Expenses

If as a consequence of an insured loss the student’s residence is unfit for occupancy, the policy will pay the increased expenses (up to \$2,500) incurred by the student to obtain temporary housing.² For example, if a student moves to a hotel for a few days while their room is being repaired, hotel costs including meals would be covered.

Under this program, the university purchases a master policy that provides insurance coverage for all students who are living in residence. Students will receive a Certificate of Insurance in their name outlining the coverages provided by the policy and will be provided a website address where they can access the policy wording. Certificates will be issued to students within 60 days of the start of the semester that the student first joins a Residence.

If students move to a different StFX residence, then this insurance will follow them. The update to the insurer will be completed via Residence Services through regular reporting. If students leave StFX Residence for any reason, then this insurance will immediately cease and will not follow them. Students will need to source their own insurance policy after leaving university residence. There will be no confirmation documentation sent to students confirming the insurance policy has ceased to cover them.

StFX Campus Food Services

At StFX Campus Food Services, we don't just settle for good food, we strive for greatness in every bite! Our expert chefs, who are certified and trained, craft mouth-watering meals that will tantalize your taste buds. Plus, with mobile ordering, you can satisfy your cravings with just a few taps of your finger! We source our fresh produce from local vendors, ensuring that you get the best quality and taste. And we don't stop there - we are constantly on the lookout for the newest and most innovative ideas to bring to your plate! We are here to create your home away from home, please do not hesitate to reach out to us with any inquiries on how to get the most of your dining experience on campus.

Campus Dining Locations

Morrison Hall

- Campus main dining hall – This is the primary space to utilize your meals.
- Opens everyday. To get in you simply use your Student ID where your meal plan is loaded.
- An All You Can Eat environment while you're inside the building, removal of food or food service equipment is not permitted. If you require meals-to-go please see Grab & Go
- 8 Food Stations including My Kitchen where you can create your own meals. You may utilize as much or as little as you would like to create your meal in the "all you can eat" environment.
- It's essential to note that meal plan cards are non-transferable and, therefore, cannot be shared with others. Your card may not be utilized by anyone else without you present.

1 swipe =1 entry to meal hall

Grab & Go

An alternative to our dining hall that allows you to grab a complete and nutritious meal on the go using your meal plan swipes. Grab and Go is a supplement to Morrison Hall (not a replacement) that allows for you to get a meal to go when your schedule doesn't allow for dining in Morrison Hall. The location also offers hours to accommodate early breakfast on the weekends.

Each meal swipe entitles students to receive an individual serving of:

- 1 appetizer
- 1 hot or cold entrees,
- 1 dessert and
- 1 beverage of choice

Note for UNLIMITED MEALS PLAN users:

- Unlimited meal plans are set for 1 swipe per meal period up to a total of 2 swipes per day between the One Swipe and Grab and Go program
- Unlimited meal plans are set for personal use only. Guest passes can be used for additional swipes per meal period

Bloomfield Café

Largest retail location on campus located on the 3rd floor of the Bloomfield Union Building

- Consists of 7 food stations including Grill Station, Burrito and Tacos, Pasta, Rita Wrap, Farmers Field Salad bar and Shakes and Smoothie Bar
- Features the One Swipe program which allows for use of a meal swipe for predetermined menu packages over lunch hour Monday to Friday

Keating Café

Offers an All-Day Breakfast option. Located outside of the main ice rink and within the athletic facility. Open 7 Days A Week from 8:00AM-4:00PM

MSB Café

The only in-residence café lounge on campus located within the Mount Saint Bernard Residence. Offering a selection of convenient breakfast and lunch options with a cozy atmosphere for students to sit down and study.

Twelve

A retail location in Mulroney Hall designed to provide you with the most convenience through offerings of pre-packaged, chef crafted meals on-the-go and a variety of snacks, fresh fruits, and Fair-Trade hot beverage options.

Starbucks

The only fully equipped Starbucks Café in Antigonish offering a full menu of delicious drinks and convenient food. Think of a city Starbucks Café but on our university campus.

Get Connected

Everyday App

Ordering your favorite meal has never been easier with our mobile ordering app! Simply select your desired menu items, customize your order, and pay with DCB securely all from the convenience of your phone. Plus, you can skip the line and pick up your food at your designated time, saving you precious time and energy. Download our app today and experience the ultimate convenience in dining on campus!



Scan QR code to download the Everyday App. Now available on the App store and Google play.

CANO – Re-usable Food Containers

STFX Campus Food has an innovative and sustainable program that aims to replace single-use plastic packaging. With the CANO mobile app, users can borrow well-designed reusable food containers and earn rewards when you dine with us. CANO is a great way to reduce packaging waste, keep our campus #sustainable and provide you with an easy, sustainable default option! Download the app today. Available on both Google Play and App Store



Registered Dietitian Services

At StFX, we believe that healthy eating should be both accessible and enjoyable for everyone. That's why our dining program offers not only mouth-watering meals but also FREE access to our fantastic Dietitian services for all students. Whether you want to chat about tasty nutrition tips, navigate food allergies, get creative with dietary restrictions, manage chronic conditions, or achieve your weight goals, our Dietitian is here to help. Dietician support is provided directly with the individual who requires it and cannot be arranged via third party.

If you need dietary support, be sure to fill out our online allergy form here:



Meal Plans

Get excited because we've got meal swipe packages galore for all you foodies out there! Whether you're an on or off-campus student, faculty, or staff member, we've got you covered with a variety of delicious options to choose from. And the best part? You can buy these packages multiple times throughout the semester, so you'll never have to go hungry!

315 Block Meal Plan	415 Block Meal Plan	Unlimited Meals Plan
315 Meal Per Year	415 Meal Per Year	unlimited meals per year in Morrison Hall
\$350 DCB	\$350 DCB	\$350 DCB
10 Guest Passes	20 Guest Passes	30 Guest Passes

DCB

DCB Stands for Declining Credit Balance. They are preloaded funds available on your student card and works like a debit card for you to use to purchase any food sold on campus.

Guest passes

Guest passes are additional meal swipes included in your block meal plan for friends or family members to use at our campus dining hall, Morrison Hall! Personal meal swipes are nontransferable.

Living with a Roommate

Communication, communication, communication. Sharing a residence room with a roommate is an exciting new experience. Starting this new relationship with open and clear communication and maintaining this throughout the year is critically important. Below are some tips to help you create and keep a positive relationship with your roommate!

Get to know your roommate & talk it out

1. Communicate “boundaries” by talking with them about what you each need and want. Knowing these things about one another and respecting them is key. Your CAs are great at helping with this kind of conversation.
2. Grab a meal at Meal Hall or the Bloomfield Café together.
3. Attend residence and campus programs. Stay up to date on all the latest by connecting with your community advisor and following us on social media and the StFX Go App
4. Explore our beautiful campus and surrounding areas with each other.

Create a roommate agreement within the first few weeks

1. University Housing takes lifestyle preferences into consideration when assigning roommates; however, we recommend completing a roommate agreement at the beginning of the academic year to help establish good lines of communication between yourself and your new roommate. Want help with the facilitation of your roommate agreement? Connect with your CA, who is trained in facilitating conversations like this.
2. In preparation for a roommate agreement think about your preferred study patterns, sleeping habits, cleanliness, willingness to share any property or belongings, and any expectations you have of your roommate around social etiquette or guests.
3. Keep in mind that you both have needs and expectations. You need to be open to their needs and compromise where you can. It is a two-way agreement.

Move In

Move-in is one of the most exciting days of the year for us at StFX as we welcome over 1600 students into residence each year from all over the world. We have worked hard to ensure your move in day goes as smooth as possible. There are a few steps all incoming students must follow when arriving on campus for Move-in Day:

Your First Stop: Your move in process starts at the Charles V. Keating Centre where the University President will be waiting to welcome you to your new home. While at the Keating Centre you will pick up your Student ID card which will give you access to your residence building, residence room and will have your meal plan preloaded. *NOTE: You must pick up your Student ID card before going to your residence building.*

Your Second Stop: Now that you have your student ID card it is time to head over to your residence building where O-Crew and your Residence Staff team will be waiting to greet you and take you to your room! Before packing up your belongings please make sure to check the list of what is and what isn't allowed in residence. Once you get to your residence room you will be asked to fill out a room inspection form which your Community Advisor will go over with you.

In preparation for move-in day we ask that you clearly label all boxes/bins with your first and last name. You are responsible for moving valuable items into the residence yourself. To ensure nothing gets misplaced we also ask that you do not allow anyone but yourself to handle any items of particular sentimental or monetary value. You will not be compensated for any items that are lost, misplaced, damaged, or broken (by any means) during the move-in process.

Move Out

What's that saying? All good things must come to an end? It's unfortunately true, as exams wrap up in both December and April, we start to say goodbye to students for winter break and summer break.

Before making any travel arrangements, please check your exam schedules as students are required to vacate their residence room within 24 hours of their last exam. Each year the Office of the Registrar publishes a calendar of events where exact dates exam schedules will be posted. For the most up to date calendar of events please go to <https://www.mystfx.ca/registrars-office/>

December winter break – Residence is closed after the last exam time in December until the day before classes in January. You are required to vacate your residence, but you can leave your belongings in the room. Should you wish to stay on campus over the winter closure, you can contact Housing at residence@stfx.ca to book your stay at your expense. *December exam schedule will be posted on September 28, 2023.*

April Check out: You are required to vacate your residence room within 24 hours after your last in-person exam. You must leave the residence room in the same condition as it was upon your move-in. Before departing, you must meet with your CA to do a room inspection and fill out the checkout form that notes the room's condition. Any damage or excessive cleaning needed for your room will be charged to your student account in May. – *April exam schedule will be posted on Friday, January 31, 2024.*

Get Involved

The opportunities to get involved at StFX are endless. We have highlighted a few of these opportunities specific to residence below:

House Council

Are you looking to develop yourself as a student leader and learn key skills in event planning, time management, budgeting, and marketing and promotions? Then House Council might be for you!

Every residence building has a House Council which is selected at the beginning of each academic year. House Councils are made up of students currently living in the building who take on themed roles including spirit rep, intramurals rep, charity rep, marketing rep, & finance rep, etc.).

House Council is responsible for planning residence activities and for getting the building involved in larger campus wide events such as Homecoming spirit competitions, charity events, Keppoch Hikes, coffee houses, Beach days, town clean-ups, tournaments, sustainability competitions, Bloomfield Hub, etc.

House Councils are also a conduit for giving feedback on the residence, programming, facilities, and the overall experience.

If you are looking to enhance your residence experience, gain valuable skillsets and contribute to your peers' residence experience then keep an eye out early September for House Council applications and talk to your SCA.

Programming and Events

Social events and activities hosted by residence life staff are a major contributor to the residence life experience StFX is known for. Through these programs, residents are supported throughout their university transition, provided with opportunities to form social connections with their peers, grow as an individual and as a community, and develop key skills and abilities. Events are happening all the time on campus and in your residence. To find out about things going on, ask your CA, go to your floor meetings, and download the StFX X-GO app.

Student Email & Technology Set Up

Connecting to Wifi

All residence buildings have wireless internet service. To log on, go to your network setting, select WIFI and look for WebFX. Once you select this you will be prompted to sign in. Please use your WebFX username and password.

If you can't access your email or are experiencing other computer-related or telephone problems, you should contact IT Services at 902-867-2356 or itservices@stfx.ca.

Setting up your StFX Student Email

All StFX students are provided with an Office365 account which includes email to use during their time as a student. This is the primary method that staff, and faculty use to connect with students. If you don't check this account, *make sure it is forwarded to one you do check frequently.*

To access your email account, go to office365.stfx.ca

Connecting a gaming or streaming device?

Gaming consoles and streaming devices such as Apple TV must connect to the StFX network using a static (unchanging) Internet Protocol (IP) address. Students, Faculty, and Staff may request a static IP to ensure their devices have the network connectivity they require. Check the ITS webpage for help with this request.

Follow your Residence on Social Media

For the latest information on what is happening in your residence scan the QR code below to find your residence building on Instagram!



Residence Standards & University Policies

This section details the responsibilities and expectations of all residents as well as what happens when a resident makes a mistake, intentionally or not. We believe that residence is a place of learning as much as the classroom on campus. We acknowledge that you will make mistakes – that is part of life. What you learn from your mistakes is how you grow and develop as a Xaverian and citizen of your communities.

Student health and safety is our first priority and any resident that is in need of medical support and assistance can reach out to CAs and RLCs to access services for themselves or others. All StFX students, living in residence or off campus are accountable to the StFX policies including these key policies:

- [StFX Community Code of Conduct](#)
- [StFX Harassment & Discrimination Policy](#)
- [StFX Sexual Violence Response Policy](#)
- StFX Cannabis Policy
- Senate Policy on Hazing
- Internet Usage Policy
- Alcohol Policy

The residence buildings and students living in them at StFX are not separate from Canadian law or from the StFX Community Code of Conduct. Incidents in residence may be referred to the Manager, Restorative Practices and Student Conduct for review and possible investigation when the severity of the incident is high, or when a student has been involved in a number of previous incidents.

The Residence Standards, although not an exhaustive list. The following table outlines the standards and examples of what could be the outcome of breaching a standard.

*Please note that Residence Status and the examples of disciplinary outcomes included are meant to give students an idea of what they could expect for an **initial conduct matter**. Be mindful that all outcomes take into consideration any previous conduct history and severity of the incident.*

Standard	Description
Cleanliness & Garbage Removal	Not only are students responsible for maintaining the cleanliness of their assigned room, but they are also responsible for the cleanliness of common spaces (Lounges, kitchens, common washrooms, hallways, etc.) in residence after use.
Unwanted Scents	Every student has the right to live in an environment that is comfortable and safe. Students are encouraged to reduce their impact on others by maintaining proper cleanliness and removing products or items that have strong scents.
Noise	Residents are to always keep noise levels at a respectable level to minimize disruption to others. Music should not exceed levels where a normal conversation cannot be heard, and speakers are not to be used in hallways or washrooms. Quiet Hours 11:00pm to 8:00am Sunday to Thursday & 1:00am to 8:00am from Friday to Saturday.
Moving University Furniture	All university furniture including lounge furniture and room furniture is to stay in its original place unless authorized by a representative of University Housing and/or Residence Life.
Guest Violation	<p>All guests are the responsibility of the student hosting them, whether they are staying overnight or just for a short time.</p> <p>Residents may host up to 2 guests at a time. These guests must be signed in through our online eRezlife site. Residents may host 10 overnight guests per semester, and no more than 3 nights in a row.</p> <p>Guests who are also students will also be accountable for their own actions. Busy times such as Homecoming will involve a no guest or limited guest policy in residence.</p> <p>For more information, please review section 20</p>
Unsafe Gatherings	<p>Residents are not permitted to host, participate in or advertise an organized or spontaneous disruptive or unsafe gathering in their residence. An unsafe gathering is considered disruptive or unsafe when all the following 3 conditions are present:</p> <ol style="list-style-type: none"> 1. There are more than 8 people in a residence room or 16 in a residence lounge, or if it is deemed overcrowded given the size of the space <u>and</u> 2. Alcohol is present, <u>and</u> 3. Noise levels are excessive (How can you know? If the noise coming from your room can be heard more than two doors down it is deemed excessive)
Soliciting, Advertising, or unapproved signage	Soliciting of any kind for profit or not is unacceptable in residence unless approved by University Housing &/or Residence Life. Any signage or posters must be approved by the RLC or Manager, Residences.
Pranks & Boisterous Behaviour	Boisterous behaviour is disruptive and has the potential to cause harm to others or property. Examples include but are not limited to; physical games such as hockey indoors, slip & slides, hallway races, etc.

Non-cooperation with University Officials	Students living in residence, and their guests, are expected to follow the direction of the Residence Life staff members (CAs, SCAs and RLCs), X Patrol members, and Safety and Security officers. This is important, as their job is to help maintain a safe and inclusive environment for all residents of the building. Not cooperating with staff can result in violations of the Residence Standards and Student Code of Conduct. Remember that CAs and SCA are students and members of the community too.
Prohibited Items	Possessing and or using a prohibited item in residence. For a full list of prohibited items in residence please see section 7.
Fire Safety	Including but not limited to: Tampering with fire safety equipment, triggering a fire extinguisher, hindering safe passage in the hallways and stair wells, failing to evacuate during a fire alarm, and disabling a smoke detector. Fire safety is provincially regulated, and outcomes include fines for violations of fire safety standards.
Misuse of Alcohol & Other substances	Misuse of alcohol & other substances includes but is not limited to underage drinking, mass consumption, open alcohol, & drinking games. It also includes possession, consumption, or trafficking of illicit substances. For more details, please see sections 18 & 19
Misuse of Residence Space, & or Access Cards	Including but not limited to: <ol style="list-style-type: none"> 1. Possessing &/or using an access card other than your own. 2. Entering another resident's room or disturbing another resident's property, leaving one's room unlocked. 3. Tampering with lock systems on doors or windows to gain or provide access. This includes propping doors. 4. Entering prohibited spaces off limits to students (Electrical rooms, custodial rooms, rooftops, or other administrative spaces, etc.)
Hazing	Any action taken or situation created for the purpose of initiation or affiliation with any organization, group, club, society or team, with or without the consent of the individual, which jeopardizes the physical or mental well-being of the individual. For a full definition please see the University's Senate Policy on Hazing.
Disrespectful, Bullying, or Intimidating Behaviour	Every student has the right to live and study in a community that focuses on mutual respect and is free from any form of bullying or intimidation. Including all forms of communication in person or social media in a direct or in-direct manner. Someone who is harmed by bullying or intimidation may choose to make a complaint through the Harassment and Discrimination policy. Residence Life will consult with the Director, Human Rights and Equity to determine if the behaviour, if found to have occurred, would fall under the <u>Harassment and Discrimination policy</u> and require a formal investigation process.
Theft	Defined as possession or use of university property or property of another person without appropriate consent or authority.

Smoking & Vaping	Smoking or vaping inside residence or within the safe distance of 20 meters defined in the Nova Scotia Smoke-Free Places Act. Note that smoking cannabis in residence may be subject to the StFX Cannabis Policy and could result in a fine.
Offensive Material	All students are to respect the rights of others, ensuring they do not have or post offensive material or derogatory signs that would reasonably be considered offensive to others. Any posters in residence must be approved by the RLC of the building.
Damage & Vandalism	Including but not limited to: <ol style="list-style-type: none"> 1. misappropriation, destruction or damage of university property or resources; 2. misappropriation, destruction or damage of other’s property; or 3. defacement of any university facility, fixtures, building or property.
Breach of the Residence Contract	By accepting your residence building and room assignment you are agreeing to the terms and conditions outlined in your <u>Housing Contract</u> .

**The above list is not exhaustive.*

**Illegal activity or other behaviour extreme enough to warrant RCMP involvement could include the potential outcome of university suspension under the StFX Community Code of Conduct*

Alcohol in Residence

The legal drinking age is 19 years old in the province of Nova Scotia, StFX takes a Harm Reduction approach when managing alcohol on campus. StFX promotes Canada's Guidance on Alcohol and Health and discourage high-risk activities related to alcohol. These policies exist to reinforce laws regarding alcohol consumption and ultimately to ensure the safety of residents and their guests.

Students 19 years of age or older may have under the quantity limits listed below:

- 12 cans of either, or in combination, of beer, coolers and cider
- 1 750ml bottle of wine
- 1 pint of spirits

Intoxication on its own is not a violation of the Residence Community Standards. Residence Life encourages students to seek help if someone requires assistance for over-intoxication and will initiate emergency medical response when needed as health and safety is always the first priority. StFX is committed to fostering a campus culture that endorses healthy, responsible, and low-risk consumption practices among students.

StFX recognizes that the appropriate use of alcohol is ultimately the responsibility of the individual; however, we also recognize our responsibility to the laws of the land. As such, individuals are responsible for knowing, understanding, and complying with applicable University and residence

community policies, as well as all provincial and local laws related to alcohol. Alcohol will not be accepted as an excuse or rationale for any harmful behaviour.

Gatherings and Alcohol Use

Socializing in a lounge is encouraged provided the noise is at a respectful level and alcohol is not the primary focus of the gathering. When gatherings become disruptive or unsafe, Community Advisors (CAs) will intervene and ask residents to turn down the music, change the activities in the room, ask everyone to disperse, or whatever actions are needed to restore community safety.

Everyone in residence has the right to feel safe and comfortable in the building. Gatherings that involve excessive alcohol consumption and disruptive noise levels impede this right for those who are not participating in that atmosphere. It also increases the risk of damage to property, harassment, physical injury, medical emergencies, and the need for extra cleaning. A disruptive or unsafe gathering occurs when **all three of** the following conditions are present:

1. There are more than 8 people in a residence room or 16 in a residence lounge, and
2. One of the primary activities in the space is focused on the consumption of alcohol and/or other substances, and
3. Noise levels are above where a normal conversation can be clearly heard as determined by ResLife Staff and the Residence Community Standards

Residents are not permitted to host, participate in, or advertise an organized or spontaneous disruptive or unsafe gatherings in any residence.

How To Store Alcohol

Below is a list of expectations for storing any alcohol in residence:

1. For the safety and cleanliness of the building, residents are not permitted to have open alcohol in the hallways, stairwells, elevators or in common spaces.
2. Open Alcohol is defined as any alcohol that is not factory sealed and/or in a closed container.
3. Closed containers are defined as any contained with a lid where when turned 90 degrees does not spill out on the floor.
4. Open alcohol is not permitted to be transported from one area where their use is permitted to another, example: going from one residence room through the hallway to another residence room.
5. Fragile containers are not permitted in any public common area in residence, including lounge areas where alcohol consumption is otherwise permitted.
6. A fragile container is any container that has the potential to break if dropped from waist height and is at the discretion of Residence Life staff, examples are glass or ceramic bottles.
7. Large quantity cases of beer, coolers or other large alcohol types are not permitted in lounges.

Alcohol In Kitchens:

- Alcohol is not to be stored in common fridges but can be stored in personal mini fridges in residents' rooms if residents are of age.
- Any alcohol that is found unattended in common spaces will be disposed of by University Officials.

Misuse of Alcohol

Mass consumption is defined by the Canadian Centre for Substance Use and Addiction (CCSA) as a pattern of drinking that significantly increases the blood alcohol concentration (BAC) to dangerous levels in a short timeframe. This pattern corresponds to consuming 4 or more standard drinks in a 2-hour time span. Please see Residence Life Staff for more information.

Examples of a Standard Drink



It's about knowing your limits

- Students are not to participate in, promote, be a spectator of drinking games or activities or engage in mass consumption within the residence community.
- Drinking games are games which involve the consumption of alcohol and usually involve swift consumption and/or high-volume consumption. Some examples are: “beerpong,” “funnelling,” “shotgunning”, “quarters,” and “floor crawls.” This list is not exhaustive, and the University may stop and act against any resident participating in any activity, whether listed above or not, which is in the opinion of Residence Life Team members, a drinking game.
- Possession of items or displays that are perceived to promote unsafe alcohol consumption (e.g., funnels, trophy walls, drinking game tables, etc.) are also prohibited as well as possession of displays of empty alcohol containers.

The following are **NOT** permitted in residence:

- Kegs (of any size), mini-kegs, and/or “Texas Mickeys” including spouts and taps
- Funnels and/or other speed drinking devices
- Brewing or distilling equipment and apparatus
- Beer Pong Tables
- Bubbas, growlers and BORGs
- Wine and/or cooler boxes, punch bowls, buckets and large bags of alcohol

Residents are expected to always support and promote responsible consumption.

Delivery to Residence

Anything that is being delivered to campus residences or mailboxes must not include alcohol or cannabis as that is strictly prohibited.

Common Spaces

Each residence has common spaces, some are for social activities and are for studying and academics. Every building does have designated substance free spaces.

Below is a list of social and substance free spaces in residence but check in with the CAs for clarification as needed.

Building	Substance Free Spaces	Social Spaces
Governors	Hallway lounges	Lounges attached to Kitchens
Riley	1 st Floor Lounge	Movie Room, 4 th Floor Lounge
O'Regan	1 st Floor Lounge	Movie Room, 4 th Floor Lounge
MacKinnon	1 st Floor Study Lounge	McNeil and Chillis Lounges
Bishops	1 st and 4 th Floor Lounge	2 nd and 3 rd Floor Lounges
MacIsaac	1 st and 5 th Floor Lounges	2 nd , 3 rd , and 4 th Floor Lounges
MSB	1 st Floor Lounge	Corner Lounges
FX	Kitchen	1 st Floor Lounge

Cannabis & Other Substances in Residence

Cannabis

The legal age to possess and/or use cannabis is 19 years old in the province of Nova Scotia. Studies have proven that use of any amount of cannabis under the age of 25 can cause permanent damage to a developing brain. We recommend abstaining from cannabis entirely until you are at least 25 years old. If you choose to use cannabis, we aim to reduce harm through our policies, education, and awareness.

We encourage students to seek help if someone requires assistance for over-intoxication and will initiate emergency medical response when needed as health and safety is always the first priority. StFX is committed to fostering a campus culture that endorses healthy, responsible, and low-risk consumption practices among students.

StFX recognizes that the appropriate use of cannabis is ultimately the responsibility of the individual. As such, individuals are responsible for knowing, understanding, and complying with, applicable University and residence community policies, as well as all provincial and local laws related to cannabis. Alcohol will not be accepted as an excuse or rationale for any misconduct.

Using Cannabis

- Smoking and vaping is strictly prohibited in residence in accordance with Fire Safety Regulations and the Nova Scotia Smoke-free Places Act.
- As defined by the Nova Scotia Smoke-free Places Act to “smoke” means smoke, inhale, or exhale smoke from, burn, carry, hold or otherwise have control over a lit or heated cigarette, cigar,

pipe, water pipe, electronic cigarette or other device that burns or heats tobacco, cannabis or another substance that is intended to be smoked or inhaled.

- Promoting, participation in, and/or association with any activities that promote excessive, irresponsible, or rapid and competitive consumption of cannabis is strictly prohibited.
- Possession of items or displays that are perceived to promote unsafe cannabis consumption.

Storing Cannabis

- Cannabis must be stored in an air-tight container, such as a mason jar, and clearly labeled to identify the contents as cannabis.
- These products may not be stored in any common spaces must be sealed such that any smell is undetectable outside of the residence room or, in a shared room, by roommates.
- Cannabis paraphernalia must be kept clean and stored in a sealed container.
- Bongs are **NOT** allowed in residence.

More information can be found in the StFX Cannabis Policy (<https://www.stfx.ca/about/university-governance/university-policies>).

Guests in Residence

Having guests in residence is considered a privilege given to all residence students. If you are a host, it is your responsibility to ensure your guest is informed of the Residence Community Standards.

Guest Policy:

- a. Hosts are limited to a maximum of two (2) StFX guests at a time.
- b. Guests must be signed in by a person who lives in the building and who agrees to be responsible for the guest. Anyone who enter a residence in which they do not live without being signed in is trespassing.
- c. Guests under the age of 16 are not permitted in the building after 9pm.
- d. A Residence Life Coordinator is authorized to immediately revoke guest and host privileges at any time if either party acts in a manner that endangers the health and/or safety of a community member, or the community.
- e. StFX reserves the right to have RCMP assistance and to request a fine for individuals caught trespassing.
- f. The Host is responsible for the actions of their guest and may be held accountable for their guests' actions.
- g. Hosts must obtain consent from their roommate before hosting guest overnight in the residence room.
- h. Letting someone in the building behind you (e.g. tailgating), or opening a door to give them access, is strictly prohibited.
- i. Students are responsible for any individuals whom they let into the building whether the individuals are intended to be their guest or not. Letting individuals who are not known to the student into the building puts the community at risk (Theft, Assault, Damage, etc.).

Residence also restricts the number of guests allowed to be signed in during specific times of the academic year. Residence Life will try to provide as much notice as possible when guests will be restricted.

Please note that guest privileges will be restricted during the following periods:

- 1. *Welcome Week*** – No guests may be signed in. There is a temporary exemption to this restriction for parents/guardians/friends to help students move into residence.
- 2. *Homecoming, St. Patrick’s Day, Last Class Bash, etc.***
- 3. *Peak Academic Periods*** – Non-StFX & overnight guests are prohibited. Hosts are limited to two (2) guests for the purpose of studying.

Go to stfx.erezlife.com to sign-in your guest throughout the year and for more information relating to hosting a guest in residence.

Fire Safety

StFX conducts regular evacuation drills, especially at the beginning of the term to make sure that residents and staff know what to do in the event of a fire. When you hear the alarm, exit the building by the nearest exit and go to the muster point for your building. Safety and Security officers with your RLC will give instructions from there. Do not re-enter the building until Safety and Security has indicated that it is all clear to go back in. In residence, students are expected to keep hallways clear at all times to allow for safe evacuation should an alarm be set off. Fire safety measures are critical life saving measures and we take them very seriously. Provincial regulations require the University to have these measures for your safety. Tampering with equipment or causing an unsafe situation are violations that have fines included in the outcome(s). The fine amounts are predetermined for certain violations:

Repeated use of prohibited items containing an open element or flame.	Up to \$50 per occurrence.
Disabling or covering a smoke detector	\$200 fine.
Setting off, disabling, or removing a fire extinguisher or fire hose (unless for a legitimate reason)	\$90 (extinguisher recharge and service fee), plus \$200 fine.
Tampering with or setting off a false alarm (unless for a legitimate reason)	Automatic Referral to the Code \$500 fine.

Students can help reduce the risk of fire in residence by adhering to the prohibited items list. Specifically, items with an open flame, or heating element are known to cause fires and should not be

brought into residence. Students who bring items into residence or who participate in activities that put others in danger will result in outcomes under the Residence Living Standards and/or StFX Community Code of Conduct.

What to do When the Fire Alarm Sounds

1. Stop what you are doing. If it is safe to do so, leave your room and ensure the door is firmly closed.
2. Leave the residence building immediately, calmly taking the safest and nearest exit. You are encouraged to familiarize yourself with the building exits as soon as possible after move-in.
3. Do not take elevators. If you require an elevator to travel between floors you should notify your Community Advisor as soon as possible so a plan can be put in place, should there be a fire alarm throughout the year.
4. Move away from the building to your residence's designated muster point. Your Community Advisor will go over this in your first-floor meeting.
5. Follow instructions from Residence Life Staff, StFX Safety & Security Services and any member of the emergency response team.

Residence Room Right of Entry

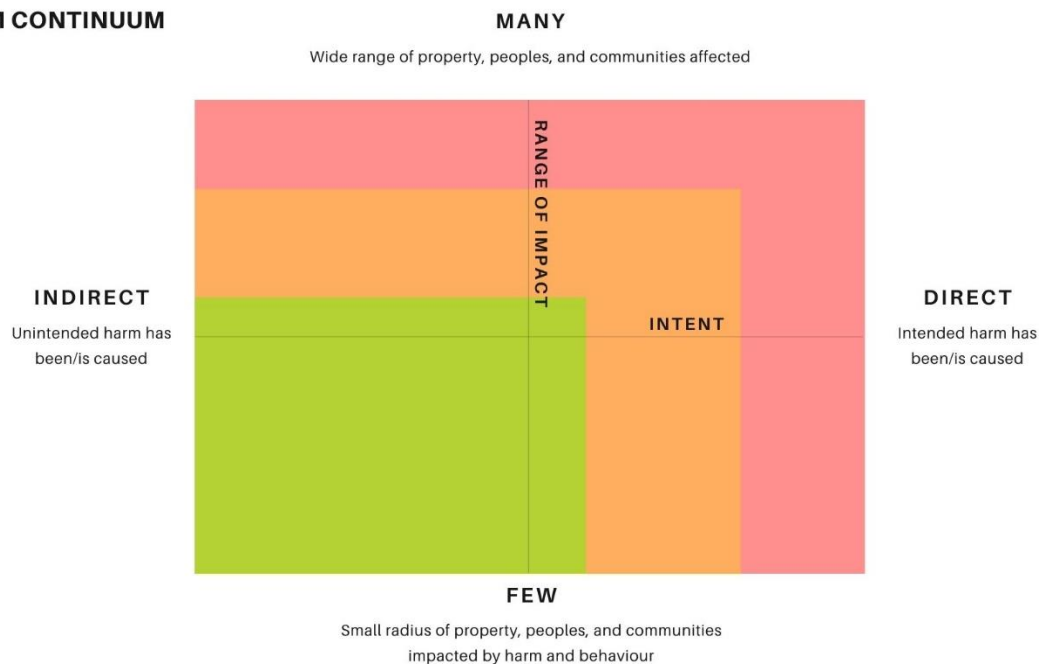
Section 10 of your residence contract includes an acknowledgement that University staff may enter your room throughout the year for repairs and maintenance or if there is a concern for health, safety, or wellbeing. The University may also enter if there is a suspicion of activity that violates the Residence Standards, Code of Conduct, or any other University policy. When possible, the student will be notified in advance; however, University staff have the right to enter a room without notice. Housing and Residence Life staff conduct routine inspections at least once per term.

Incident Resolution Process

An incident occurs when a student(s) engages in behavior that is in contradiction to the expectations in these Residence Standards or causes harm to another person, place or self. When an incident occurs in residence the staff member who responds is required to submit a report of what they observed from the incident. Every report is reviewed and, where there may be a potential violation of these Residence Community Standards and/or another university policy, the Residence Life Coordinator or the Manager, Restorative Practices and Student Conduct may follow up with the students involved.

The Harm Continuum is a tool for assessing the level of harm or potential harm from behaviour and the extent to which there was an intention to cause harm or awareness that the behaviour could cause harm.

HARM CONTINUUM



After meeting about an incident, if there is a residence standard that was violated, the next step is to assess the status level based on the incident (using the harm continuum) and the student's history, then determine appropriate educational outcomes, restorative or formal sanctions or referral to the Code for formal adjudication, taking into consideration the students status level.

Level 1 status is appropriate when the level of harm is low and:

- It is the student's first incident of any kind that resulted in a violation of the Residence Standards or Code of Conduct, or
- It is the student's first incident of this nature and previous incidents were resolved successfully

Level 2 status is appropriate when:

- The student already has a level 1 status, and this is the second incident of the same behaviour that resulted in a violation (meaning the outcomes from the first time did not correct the behaviour).
- The student does not yet have a status level and the incident resulted in a moderate to high level of harm and in the student demonstrated no intention to cause harm

Level 3 status is appropriate when:

- The student already has a level 1 status and the incident resulted in high harm and the student did not take accountability or expressed intention to cause harm
- The student already has a level 2 status and this is the (second or higher) incident of the same behaviour that resulted in a violation. (meaning the outcomes from previous incidents have not corrected the behaviour)
- The student does not have a status level and the incident resulted in a high level of harm and the student did not take accountability or expressed intention to cause harm

Failing to attend a scheduled meeting with your Residence Life Coordinator could result in a finding and decision made in the student's absence and/or further disciplinary outcomes. The Residence Life Coordinator will attempt a maximum of two meeting invitations before making a determination on the issue in the student's absence.

Interim Measures & After-Hours Conduct

During the academic year an on-call Residence Life Coordinator is available for urgent support and will respond to emergencies in residence, 24 hours a day, 7 days a week. The RLC, in consultation with the Leader On-Call may without delay impose interim measures to prevent escalation and to ensure the wellbeing of any resident(s) who have been harmed. Interim measures are temporary and can be made permanent, modified, or removed once the incident is reviewed and/or resolved under the applicable policy. Possible interim measures are:

- No Contact
- Guest Privileges suspended
- Temporary Residence Ban
- Residence Relocation or temporary housing
- Temporary substance ban
- Confiscation of Prohibited Item

Residence Standard Violation Resolution and Outcomes

Educational Outcomes:

Designed to engage the resident in learning from their mistakes made and to understand the impact of their behaviour on others in the community. Educational outcomes could include:

- Self-Assessment Alcohol Use Survey & Reflection (E-Chug)
- Self-Assessment Cannabis Use Survey & Reflection (E-Toke)
- Community Impact Assignment
- Decision Making Reflection
- Letter to Future Self
- SMART Goal Assignment
- The Power of Failure Educational Assignment
- Discretionary Educational Assignment

Restorative Resolution

- Apology – a written or verbal statement of responsibility, acknowledgement of harm and commitment to do better.
- Restitution – may be assigned to cover the cost of damaged property or belongings as a result of one's actions.
- Community Service – Students may be assigned up to 24 hours of community service with a university department or community partner. This outcome is typically assigned with a reflection essay.

Restrictive Outcomes

- Removal of Guest Privileges –Removal of guest privileges is for a period determined by the RLC or designate as a result of failing to adhere to the residence guest policy.
- Premise Ban - A student may be banned from any given residence floor, or residence building,
- Loss of Student Privileges – Student becomes ineligible to attend certain residence-based programming or events.
- Alcohol Probation- may be assigned to students found responsible for the misuse of alcohol. Students placed on alcohol probation agree to not possess or consume alcohol on University Premises nor return to University Premises under the influence of alcohol for a specified period of time, no less than to their 19th birthday.
- Fine - Fines cannot exceed \$250.00. The student is given a period of time to pay the fine in cash after which time the fine is placed on the student’s account at the Business Office.
- Behavioral Bond - A behavioural bond cannot exceed \$250.00 for a specific period of time (up to a maximum of one academic year). If, at the end of that time, the student has not been found responsible for further violations the bond is removed. If the student is found responsible for further violations, the amount of the bond will be applied to the student’s account.

Referral to the Manager, Restorative Practices and Student Conduct for Review

Outcomes defined in the Community Code of Conduct.

Examples of residence related restrictive outcomes include:

Ineligible to Return to Residence: – A student may stay in residence to finish out the year given no more conduct arises but is ineligible to return to residence the following academic year. It may be determined that the student is ineligible to return to a specific residence(s) or all residences.

Residence Suspension: Suspension from residence means that a student is removed from residence for the remainder of their current contract.

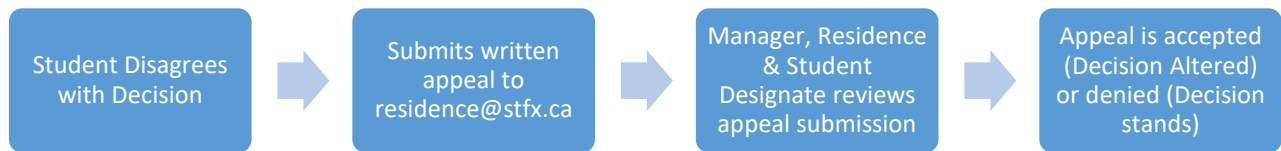
Residence Relocation: A Student may be transferred to another residence when their behaviour negatively impacts the residence community, or the residence community is deemed to have a negative impact on the student.

Outcomes under the Code will be determined by the Manager, Restorative Practices and Student Conduct. The decision will be shared with the Residence Life Coordinator.

What Next?

If your report is referred to the Code for review, reflect on the incident, be honest. Speak with your RLC who can help you understand the next steps. Consider seeking the services of a student advocate (SU_ADVOC@stfx.ca).

Residence Standards Appeal Process



Students have the right to request an appeal of a decision on the finding or an outcome if they can demonstrate one of the following grounds:

1. Information has emerged that was not reasonably available at the time the decision was made and that would have a significant impact on the decision.
2. There was a procedural irregularity in any part of the investigation that had a significant impact on the outcome of the process.
3. Bias of the decision maker.

Appeal requests will be reviewed by the Manager, Residences (or designate) and a student member of the University Appeals Committee. They may do one of the following:

1. Dismiss appeal based on lack of grounds or evidence
2. Accept the appeal but keep the original decision &/or outcome
3. Accept the appeal and change the finding and/or outcome

We encourage students to take their time when drafting their appeal and/or seek advice from student advocates to ensure that they have met at least one of the grounds for appeal.

A decision on the appeal will be sent to the student within 7 days of receiving the appeal request. The Manager, Residence and Student Appeals Committee member may request further information from the student or RLC before making a decision. Once a decision on the appeal is made, the decision is final. There is no further appeal option.

If students have questions or would like support throughout the appeals process, they are encouraged to reach out to the Student Advocate Office, 419 in the Bloomfield Centre, or by email at SU_ADVOC@stfx.ca. Office Hours are posted on the website: <https://theu.ca/advocates>. These are student representatives who are training on university policies and can help students navigate the process.

Safety & Security Services

Safety & Security Services provides 24-hour coverage 365 days per year via the Safety & Security Operations Centre (SOC). In addition, our team of dedicated Safety & Security Officers conduct regular vehicle and foot patrols of campus instilling confidence that everyone is able to live, learn, work and enjoy a supportive and safe environment.

X Patrol

X-Patrol is comprised of over 70 student leaders who work alongside StFX Safety & Security officers to help create a safe and secure campus environment. X-Patrol provides a number of services including campus patrols, event supervision, and campus walk homes. If at any time you feel unsafe or uncomfortable walking back to residence you can call StFX Safety & Security and request a walk home by X-Patrol. You can request this service by calling 902 867 4444. Please note that X-Patrol shifts begin at 8:00pm.

In Case of an Emergency:

If you, a StFX student or community member is in immediate danger:

Call 911 from any landline on campus. If using a StFX landline any calls to 911 will automatically notify StFX Safety & Security Services.

If you are using a cellphone, call 911 first, immediately followed by a call to StFX Safety & Security Services at 902 867 4444. Security Officers are fully trained in de-escalation tactics as well as emergency first aid and will be able to support any situation until emergency responders arrive on campus.