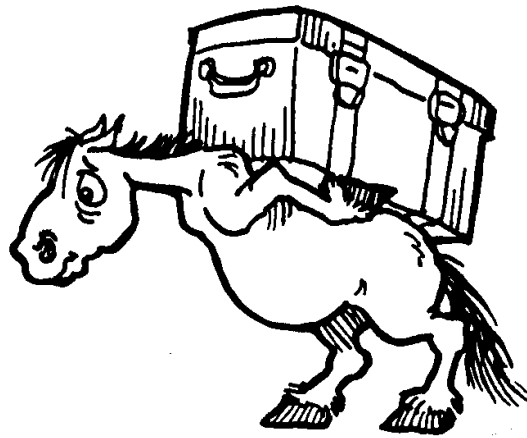


**Frank Grisdale Hall**

**RESIDENCE  
MOVE-IN  
GUIDE**



***Don't just go to College ... Live It !!!***

*Residence Life Mission*

*Olds College Residence is a close, supportive community where every member has rights and responsibilities.*

*This community supports an environment that allows everyone to live, learn, develop relationships, and grow as individuals.*

*Residence also provides a strong support framework and boundaries within which all community members may thrive.*

*CARE: Consideration, Attitude, Respect, Engaged*

**C**ONSIDERATION

**A**TTITUDE

**R**ESPECT

**E**NGAGED

Be considerate of others:

- Property
- Privacy
- Right to quiet

**CONSIDERATION**



Others will be considerate of your:

- Property
- Privacy
- Right to Quiet

Your:

- Positive Attitude
- Caring Attitude
- Supportive Attitude

**ATTITUDE**



Helps Create:

- Positive Environment
- Caring Environment
- Supportive Environment

Personal Respect

Self Respect

Respect of Others Property

**RESPECT**



Respect from Others

Respect from Others

Respect for Your Property

Engaged in:

Your Residence Community

Building Community Spirit

Physical & Spiritual Wellness

**ENGAGED**



Creates a Vital,

Responsive Community

Strong Community

Overall Health & Wellness

**WELCOME** You are now a Member of the  
Olds College Residence **COMMUNITY**

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## **Residence Telephone Numbers**

Residence Office .....	(403)556-8375
Residence Office FAX.....	(403)556-4716
Housing Officer .....	(403)507-7916
Residence Life Office .....	(403)556-8352
E-mail address.....	housing@oldscollege.ca

Fax services are available at the Front Office during regular office hours. A minimal fee is charged to offset costs. We are not able to send international faxes.

### **Note:**

This Move-In Guide will aid you in preparing to move into Residence. This **RESIDENCE MOVE-IN GUIDE** is a supplement to the Residence Handbook.

**Residence is Alcohol Free  
August to Mid September**  
All Alcohol will be  
confiscated during this period.

## **WELCOME TO RESIDENCE**

At Olds College we have two styles of residence: **Frank Grisdale Hall** (a dormitory) and **College Courts** (townhouse complexes.) People who choose to live in Frank Grisdale Hall receive room and board accommodation. No worries about shopping for, planning, or preparing meals - it is all done for you (no need to do the dishes either!). After living a year in Frank Grisdale Hall, residents may choose to live in a townhouse for their following years at Olds College. Either way, it's community living all in close proximity to all the College campus amenities.

Olds College staff take great pride in the services we provide for students. In particular, Caretaking and Residence staff work hard to make residence your home during your stay. Though many things are different than your home, we make efforts so you will enjoy your stay with us. We all look forward to your arrival.

### **ITEMS TO BRING FOR RESIDENCE LIVING**

You will need the following to enhance your stay in the Residence:

#### **Linen**

Pillows, pillow cases, comforter, bed sheets. The beds are a little longer and regular single fitted sheets may not fit the mattress. Try flat sheets instead. (39" x 80")

#### **Laundry Hamper**

So clothes don't pile up in the corners, and you can easily carry your laundry to and from the laundry rooms provided in residence.

#### **Toiletries**

Towels, face cloth, soap, all the things you need to clean yourself up, house coat, and flip-flops (sandals of some sort are highly recommended).

#### **Optional Items**

Lamp/Study Lamp	Clock/Alarm clock
Phone	Computer
Refrigerators - 3 -4 cubic feet	Microwave
Stereo - headphones are suggested	Television
Items to personalize your room.	

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time will be confiscated.

## **ROOM ASSIGNMENTS**

### **Once I Arrive Can I Change My Room Assignment?**

Not immediately, but do inform the check-in desk if there is an obvious need for a change (i.e. You're Kelly we placed you with a Bobbie - your a guy, she is not). Room changes are not permitted during the "Room Freeze" period (the first three weeks of school). All room changes must be first approved by the Residence Office.

A room exchange may be possible when a resident in one room/unit is willing to change with a resident from another. Any exchange requires the agreement of all residents in both rooms/units involved and the prior approval of the Housing Officer. Students wishing to change rooms must apply at the Residence Office. No room changes permitted between December 1—Mid January.

*NOTE:* A \$30 administration fee will be required for a room change. If you move rooms without approval from the Front Office of a room change, a \$75 administration fee will be charged.

Room assignments are made on the basis of the information you supply us on your Residence application form. Room allotments are subject to change. Incorrect information knowingly given to the Residence may be cause for room re-assignment or termination of the Residence License Agreement. (example: people who indicate on their application that they are non-drinkers but they drink, may be required to move.)

### **Check-In On Move-In Day**

Residence check-ins are in Frank Grisdale Hall, at the Residence Office. Students proceed to the main entrance of FGH begin to check-in according to their scheduled move-in date and time as stated on the Residence acceptance letter.

### **Can I Move In Early ?**

No. Summer students and conference guest contracts prohibit requests for early arrival.

### **What If I Arrive Late ?**

If you plan on arriving late, you must notify the Residence Office. Students who have not notified the Residence Office may lose their room assignment. It is best to notify the Residence Office when you know you are not able to make it on the scheduled check-in day and confirm the date and time you plan to check-in. A \$50 charge will be levied for late check-ins.

# **RESIDENCE AMENITIES**

## **ROOM FURNISHINGS**

Each room has the following furnishings for each student:

- a single bed (captain's bed with 3 large drawers) (39" x 80")
- a mattress and mattress cover
- a desk and chair
- a built in small dresser and closet
- a vanity and a mirror
- a small garbage can
- blinds for the windows
- a large tack board along wall
- each room is equipped with one telephone jack

## **LAUNDRY**

Coin-operated washers and dryers are, for your convenience, located throughout the Residence. There is a coin operated soap dispenser located in the 1000 floor laundry room. Laundry facilities accept loonies and quarters.

## **COOKING**

Cooking in any private room is strictly prohibited. Due to fire safety regulations, electric frying pans, toasters, toaster ovens, crock pots, and hot plates are not permitted in any individual Residence room. The fully furnished dorm rooms do not have kitchen facilities and consequently students are assigned a room and board program.

## **STORAGE**

Storage space is available in the basement of the Frank Grisdale Hall for trunks, suitcases, skis, and other large items. Storage fees are \$10/month. All belongings placed in storage must be labeled. We do not provide indoor storage for bicycles. Bicycle storage is not permitted in private rooms. Bikes are to be stored in the bike racks provided outside of Frank Grisdale Hall. Storage is used at your own risk. Bicycle locks should be used.

## **CABLE**

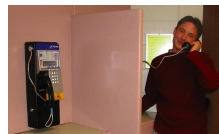
There are TV lounges located on each floor for individuals who do not have cable access. If you would like to have cable in your private room, you must indicate so on your residence application. We have a limited number of rooms with cable available. Cable hook up or disconnection of service happens on a semester basis only. Charges for cable TV will be put on your account in September and January. Please contact the Residence Front Office with any questions or concerns. Students must supply the connections from the outlet to the TV. Cable internet is available at an additional cost through Shaw. Arrangements for and costs associated with cable internet are the responsibility of the student.

## TELEPHONES

If you would like a phone in your room, you can make arrangements directly with Telus by calling 310-2255, or go on-line at [Telus.com](http://Telus.com).

When setting up telephone service you must give two addresses:

Location Address:	Mailing Address:
Room #	Box #
4500 50 <sup>th</sup> St.	5300 46 Ave
Olds, AB, T4H 1R6	Olds, AB, T4H 1X6



In Frank Grisdale Hall payphones are provided on each floor for out going calls.

## WIRELESS INTERNET SERVICE

Wireless internet service is available in Time Square in Residence. Bring your lap top down to our newly renovated lounge and log on.

## MAIL

A mailbox and key will be issued to you when you check-in. The Mail Room is located on the 1st Floor East across from the 100 floor laundry room. Mail is delivered to your boxes around 7:00 pm Monday to Thursday. Mail boxes are shared with room mates.

Your mailing address while living in Residence is:

Name  
Box Number (Same as room #)  
Frank Grisdale Hall  
5300-46th Ave  
Olds, Alberta T4H 1X6



A Canada Post mail drop is located next to the Residence Office at the north west entrance to Frank Grisdale Hall.

The Residence returns all unclaimed mail. After you move away from Frank Grisdale Hall, you must be sure to change your address. Residence is not responsible for change of address nor does Residence forward or hold mail. Frank Grisdale Hall is a bulk mail postal code, therefore Canada Post does not provide mail forwarding like with other types of addresses. All mail will be returned to sender after you move out. Please notify people, companies, and magazine subscriptions of your change of address prior to moving out.

## FOOD SERVICES

The Food Services at Olds College are provided by **Compass Group Canada Ltd.**



### FOOD PLANS

The Food Plan is required by Room and Board License Agreement for all residents of Frank Grisdale Hall. Frank Grisdale Hall is not designed to equip students to cook independently. The fully furnished dorm rooms do not have kitchen facilities and consequently students are assigned a room and board program. Upon applying to Residence students select their meal plan.

You may change your meal plan once per year in late November for the winter term with out charge. Changing meal plans at any time during your contract, other than the specified time in November, will incur a \$30 meal plan change charge.

### ROOM AND BOARD

Generally speaking, room and board is when an individual pays a sum of money for a place to sleep and for meals prepared. You pay money (rent) for room and board. If you miss the meal times, go home on weekends, eat light, or choose to eat elsewhere on occasion, you still pay the same room and board as if you were there eating every single meal. Board Plan meals can be used for any prepared menu line items or items at the salad bar or dispensary. Retail types of items, such as candy bars, chip, bottle water, canned pop, or packaged snack items **cannot** be purchased as part of your meal component but can be purchased with the flex dollars that you have on your plan. When you register for college you will be issued an Olds College ID card. Your ID card will be coded with your meal plan. The meal card is non-transferable therefore it can not be lent to anyone else. Meal entitlements are only granted to students who show their appropriate ID card.

### PLAN USAGE

Every time a student purchases a meal at the Grisdale's Dining Room, one meal will be deducted from their meal plan for that day. Unused meals do not carry over from week-to-week or semester-to-semester. **Unused meals are not refunded.** All food items must be taken before going to the cashier station. A "second trip" will require the use of the flex dollars or cash. Flex Dollars are a bonus added on to the meal card that may be used to purchase items not included in the board plan (i.e. bottled water, canned pop, bagged chips, extra meals, extra helpings). The flex dollars are calculated on 3% of the value of each meal plan. When this fund runs low, flex dollars may be added. Unused flex dollars are also not refunded or carried over from semester to semester.

## **RESIDENCE LIFE**

The Residence Life Team is devoted to community building and enhancing the residence experience. Lead by the Residence Life Supervisor, the Resident Life Team consists of six Frank Grisdale Hall RA's, three College Court RA's, and three Senior RA's located in Frank Grisdale Hall.

They are available if you have any questions about Residence, school, life, problems, or just want to talk to someone. If there is a question they do not know the answer to, they will help you find it. The RA's exist for the benefit of the student. They assist the residents in interpreting and complying with the College's student life policies and other opportunities for personal growth.

### **RESIDENT ASSISTANTS (RA'S)**

Resident Assistants are students hired to help students with any housing or interpersonal problems they may have. They assume a role of leadership in all aspects of Residence living. They have a variety of job duties including organizer, security, social convener, resource person, confidant and friend. They will always try to deal with their fellow students with honesty, courtesy, and respect. In turn, they expect the same treatment.



### **SENIOR RESIDENT ASSISTANTS (SRA'S)**

Three student Senior Resident Assistants supervise the Residence during the evenings and on weekends. They are responsible for the supervision of the Resident Assistants and will deal with any incidents or concerns. They take responsibility assisting in emergency situations when the Campus and Residence Life Supervisor is off duty.

### **CAMPUS AND RESIDENCE LIFE SUPERVISOR**

The Campus and Residence Life Supervisor is a full-time professional residence staff responsible for the administration of the residence life program throughout Frank Grisdale Hall and College Courts.

### **LICENSE AGREEMENT INFORMATION**

Please read your Olds College Frank Grisdale Hall Room and Board License Agreement carefully, and be aware of the conditions you have accepted. You may refer to the sample contract posted on the Olds College web site, under Residence Housing On-Campus at [www.oldscollege.ca/studentresidence/forms-fees-contract.htm](http://www.oldscollege.ca/studentresidence/forms-fees-contract.htm). Please note that the Handbook is also part of your contract.



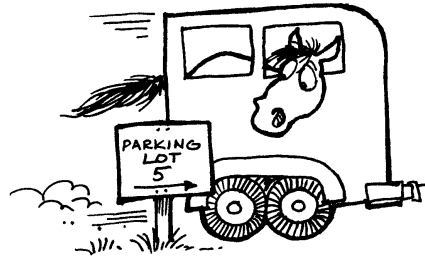
## **RESIDENCE CHECK-IN ON MOVE-IN DAY**

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## **PARKING**

A parking pass is not required on move-in day. During move-in day Lot 2 north-east of Residence, the drop off parking south-west of Residence, and Lot 3 surrounding the Townhouse are all for unloading only. After unloading, vehicles must move and may park in the south end of lot 5 and 6.

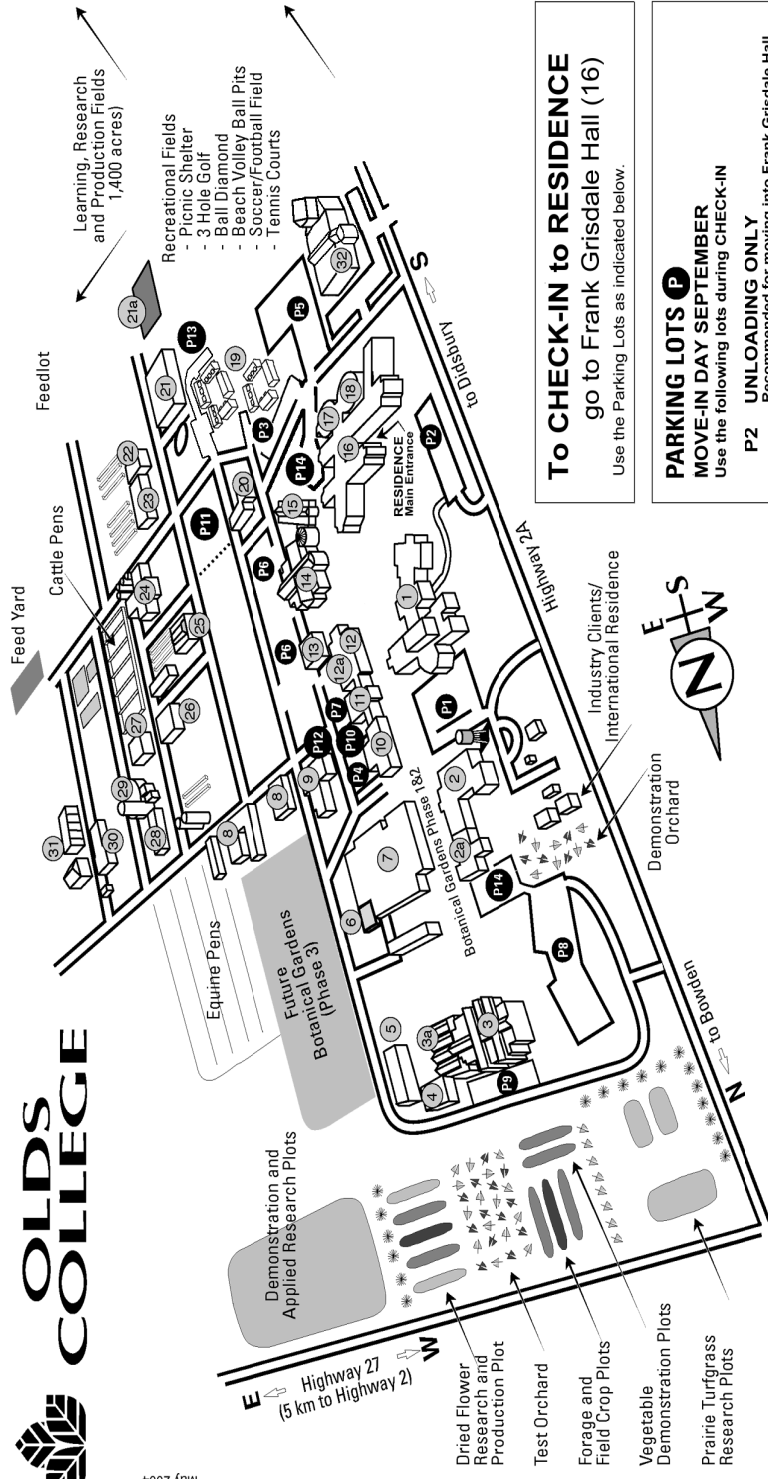
During the school year a parking pass is required to park on campus. Passes can be purchased on Registration day (when you register for classes). With a student parking pass students may park in Lots #3 and #5 located south of Frank Grisdale Hall.



## **CONSTRUCTION**

Olds College Campus is expanding. The addition of the Community Learning Campus located on the campus is causing some disruption during construction. Parts of parking lots 5 and 6 are being used by construction contractors. Further temporary closures may occur. Please watch for signage indicating closed areas due to construction.

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August to Mid September**  
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during this time will be confiscated.



**To CHECK-IN to RESIDENCE**  
 go to Frank Grisdale Hall (16)  
 Use the Parking Lots as indicated below.

**PARKING LOTS P**  
**MOVE-IN DAY SEPTEMBER**  
 Use the following lots during CHECK-IN

**P2 UNLOADING ONLY** Recommended for moving into Frank Grisdale Hall  
**P14 UNLOADING ONLY** LOADING ZONE & Fire Lane Recommended for moving into Frank Grisdale Hall  
**P3 UNLOADING ONLY** Recommended for moving into Townhouses  
**P13 UNLOADING ONLY** Recommended for moving into Townhouses  
**P5 PARKING**  
**P6 PARKING**  
**P11 PARKING**

1	Duncan Marshall Place (Administration Building)	23	Steer-A-Year Facility
2	James Murray Building	24	Swine Centre
2a	Olds College Turner Building (Olds College Centre for Innovation)	25	Multi-purpose Livestock Centre (includes Farmer Lab)
3	Land Science Centre	26	Sheep Centre
3a	Greenhouses	27	Ramp Test Centre
4	Pavilion Storage Annex	28	Grounds Offices & Shop
5	Bank of Montreal	29	Waste Centre
	Landscape Construction Pavilion	30	Farm Offices & Shop
		31	Composting Technology Centre
		32	Olds Aquatic Centre (Pool)
6	John Deere Training Centre	14	Learning Resource Centre
7	Agricultural Mechanics Building	15	Student Alumni Centre
8	Equine Enterprise (Breeding & Reproduction Centre)	16	Frank Grisdale Hall (Residence)
9	College Buildings	17	Gymnasium
10	Meats Building	18	College Court
11	Animal Health Technology Labs	19	College Court Townhouse Res.
12	Animal Science Building	20	OCCI Eco Lab
12a	Meat Lab	21	Riding Arena
13	Industry Training Centre	21a	Outdoor Riding Arena
		22	Beef Centre



**Life is a  
Buzz ...  
Livin' in  
Rezz !!!**



**Residence Front Office (403) 556-8375**



**OLDS  
COLLEGE**

*Residence*

Updated March 2010