

# Guest Policy Frequently Asked Questions

**What if I see someone I don't recognize or believe is a registered guest?**

Report to the Residence Assistant (RA) or Security.

**What if someone who does not have their Residence ID card and they ask me to let them in?**

Tell them they will need to Call the Residence Assistant (RA), Security or Ancillary Services Office. Anyone that enters under the swipe of your ID card is NOW your responsibility.

**How many Guest(s) am I allowed to have at a time?**

During the day, between 5 am and 11 pm, residents can have a maximum of 5 guests.

Overnight and after hours, between 11 pm and 5 am, residents can have a maximum of 1 guest at a time.

**Can I have a Guest under the age of 18?**

During the day, between 5 am and 11 pm, 3 of the 5 guests permitted can be between the ages of 0 and 17.

Overnight and afterhours, between 11 pm and 5 am, guests must be at least 16 years old.

**Do I have to register my Guest(s)?**

Daytime guests, between 5 am and 11 pm, do not need to be registered. All daytime guests must leave before 11 pm.

Overnight and after-hours guests must be registered.

**How do I register my Guest?**

Option A) By visiting the Ancillary Services Office – Monday to Friday, 8:30 am to 4:30 pm (except on holidays, university closure)

Option B) Calling the RA on Duty – Monday to Friday, 4:30 pm to 8:30 am or on weekends or holidays

Option C) By visiting the Security Desk – 7 days a week, 11:00 pm to 5:00 am

**Do I have to register my guest if they live in Residence?**

No, you do not have to register a guest if they are a current resident. However, residents are still limited to 1 overnight/after-hours guest at a time.

## Where do I meet my Guest when they arrive?

Ensure you meet them at point of entry to provide access and always accompany them in Residence. The hosting Resident is responsible for their Guest(s) actions while they are on Residence Property.

## What if I have a roommate?

Make sure that you obtain their permission in advance before inviting Guest(s) over.

## Am I responsible for my Guest(s)?

Residents are responsible for ensuring their authorized Guest(s) comply with all Residence rules and code of conduct requirements applicable to residents. Behaviour that is not in compliance with these policies will be addressed under the Residence Community Standards Incident Management and Accountability Process as outlined in the Residence Handbook.

## What happens if I violate this policy?

Guest privileges may be revoked if the Residence Office determines that the Resident has violated this policy. Applicable Rule Violation fees may be charged, as outlined in the Residence Handbook. The University reserves the right to immediately remove a Guest from residence. Examples of behaviour include but are not limited to disrespect towards staff, physical violence, vandalism, theft, or possession of or involvement with illegal substances.