STudent/EAL Room usage agreement

This agreement is between the student and the EAL group. The policies and expected behaviours set out in this agreement are in accordance with Mount Royal University Student Code of Conduct.

Upon signing this agreement, the student hereby agrees to the following:

Rules outlining the usage and expected conduct when using the EAL room:

1. Room usage and rules

* 1. Members of group usage and registration
	Members of EAL group are only allowed to use the EAL room. It is used for EAL group members to study, to do homework and hold meetings of members.
		1. You are required to register directly via email with Liza Choi every academic year (ideally September).
			1. New members joining the EAL Nursing Student Support Group are to go through a registration process overseen by the assigned EAL faculty member.
			The assigned EAL faculty member will add the names of newly registered members to the list of approved individuals who can use the EAL room.
			2. The assigned faculty member or their designate will contact new members so as to review the rules of the EAL room.
			3. Membership renewal is every academic year (ideally in September).  Once you have renewed your membership for that particular academic year, your name will be added to the list.
		2. Please do not invite any non-group members to the EAL room.
		3. If you are not on the list, you may be asked to leave the EAL room.
1. Rules of the EAL room
2. Food is allowed in the room and registered users are expected to clean up the EAL room after using it.
3. If using the EAL room for writing on the board for study purposes, please erase the board after using it.
4. If there is a need for the EAL room to be used for workshops, meetings, and/or study groups, then please email the assigned faculty member three days prior to the event.
5. Usage of supplied computers in the room requires that there is no eating or drinking especially sugary fluids/pop near these computers. (Usage of computer is upon discretion of user.) There will be no improper use of the supplied computer.
6. There will be no removal any resources from the room.
7. The EAL room is non-smoking.
8. Students are expected to treat each other with respect.
	* If any of these rules are violated, you will be meeting with the assigned faculty member.  If it is determined that there was improper use of computers, room resources and disrespect between EAL and BCN students, then the privilege for using the EAL room will be terminated.

\*\*Only EAL Nursing Student Support Group and BCN students’ room are allowed to use the EAL room.  As this room is shared with BCN students, please respect each other.

The terms of agreement will begin effective on the date signed by the student and co-signed by the assigned faculty member, Liza Choi.

By signing this agreement, I (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) agree to the terms and the outlined rules for usage of the EAL room:

Student name/Student ID (Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student name (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Contact number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EAL Group Assigned Faculty Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Effective Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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