



University
of Victoria

ROOMMATES 101

A Roommate Guide for **Apartment Style Housing**



WELCOME TO RESIDENCE!

Meeting new roommates is an important part of settling in to your new home. This guide will help you and your roommates get to know one another and clarify how you will share your living space. Discussing your personal preferences, routines, and expectations early in the year will set you up for a smooth start and make it easier to address any concerns should they arise.

Your CL can help you create a Roommate Agreement containing shared guidelines and commitments for living together. The Agreement is intended to support a positive, safe, and clean living space for everyone.

Below are key topics and questions to consider. Reflecting on them ahead of meeting with your roommates is a great way to prepare for making your Agreement.

Get to Know Your Roommates

QUESTIONS TO CONSIDER

- What do you like to do for fun?
What are your hobbies?
- How do your work and class
schedules compare with those
of your roommates?
- Do you have any pet peeves that
you feel your roommates should
be aware of?

RESPECT & COMMUNICATION

Mutual respect and communication are key to maintaining positive and healthy relationships, especially when you are living in a shared space.

QUESTIONS TO CONSIDER

- What is the best way for someone to communicate with you? For example, do you prefer to communicate by text message, phone call, or social media?
- When is it important or necessary to communicate with your roommates? Possible examples may include: when you are inviting guests over, when you would like to borrow an item, or when you leave campus for an extended period of time.
- What does mutual respect look like to you? How will you show respect to your roommates?
- What are your preferred pronouns?
- Is there anything that your roommates should know about what may be helpful if you are ever upset?
Check in with your roommate if you notice their behaviour is out of the ordinary. If you have a concern about someone you live with and you aren't sure what to do, you may want to consult with your CL.



SAFETY & SECURITY

Student safety and security is one of our key priorities. You play an important role in helping to keep your community safe. Remember to protect yourself, your roommates, your room and belongings by locking your own doors and windows.

QUESTIONS TO CONSIDER

- When will you agree to lock doors and windows?
- Will you always lock the door to your bedroom whenever you leave the room?
- Will you lock the exterior door when you go to bed?
- If you live on the first floor, when will you close and lock the windows?

Please note: Lending your keys to any unauthorized individuals is not permitted. For more information, please see your Residence Contract or the “Unauthorized Key Possession” standard as defined in the Community Living Handbook.



PROPERTY & COMMON SPACE

The use of shared items and spaces works best when clear boundaries and expectations are set at the beginning of the year. Be sure to respect your roommates' personal belongings. It is always better to ask if you can borrow or use something that does not belong to you.

Please note: You are responsible for completing the Room Condition Report for your room or unit within 7 days of move-in. The Room Condition Report is available on the UVic Residence Housing Portal.

QUESTIONS TO CONSIDER

- What will the bathroom and shower schedule be in the mornings or evenings, or when several roommates have similar routines?
- Are you comfortable sharing:
 - belongings?
 - food?
 - kitchen utensils or dishes?
 - other items?
- What are your expectations regarding sharing items? Are some items off limits?
- How will you share the refrigerator, freezer, and kitchen cupboard space?
- What items are okay to leave or store in common spaces?
- How will the living room space be used?
- How would you like to decorate and personalize the common spaces in your Cluster unit?

CLEANING

Let's face it, there aren't many people who jump at the chance to do chores. Still, to maintain a clean and comfortable space it is necessary for everyone to do their part. We strongly recommend that roommates create a cleaning schedule together. Here is an example:

Task	Date 1	Date 2	Date 3	Date 4
Take out garbage and recycling	Roommate A	Roommate B	Roommate C	Roommate D
Vacuum floors	Roommate B	Roommate C	Roommate D	Roommate A
Clean bathrooms	Roommate C	Roommate D	Roommate A	Roommate B
Wash dishes	Roommate D	Roommate A	Roommate B	Roommate C

Please note: Cleanliness inspections take place in December and April. Staff will follow up with you if there are concerns. Any cleaning charges incurred after move-out are shared between roommates.

QUESTIONS TO CONSIDER

- How will chores be done?
 - How often and by whom?
Will you rotate tasks or will each roommate be assigned a specific chore to perform throughout the year?
- Will you share the cost and use of cleaning supplies?
We suggest purchasing the following items: garbage bags, dish soap, sponges, household cleaning solutions, disinfectant wipes, a duster, and a toilet brush.
- What will be your unit's policy for cleaning dishes?
 - Will dishes be immediately cleaned? If not where will they be put until cleaned?
- How will you communicate with each other if you are unhappy about the cleanliness of your unit? What is an appropriate timeline for communication?

GUESTS & FUNCTIONS

When you have a guest, you must ensure that they understand and respect the Community Standards. You are required to accompany them for the duration of their stay, and you are responsible for their actions while they are here.

Please note: Items in your Roommate Agreement pertaining to guests and functions must also be in line with the Community Standards.

QUESTIONS TO CONSIDER

- How social/quiet do you want your unit to be?
- How do you feel about functions and social gatherings (parties) being held in your Cluster unit?
 - What are the expectations of the host prior to hosting a function in your unit?
 - Who is responsible for cleaning up after guests and/or functions?
 - How far in advance should you ask for your roommates' consent before having a guest or function in your unit?
It is the responsibility of the host to inform their roommates about the nature of the social function (number of guests, length of stay, purpose of gathering, etc.).
- How do you feel about having overnight guests in your unit?
 - Where is it okay for overnight guests to sleep?
 - Which bathroom and common space areas are okay for overnight guests to use?
- When is it okay for guests to be in your unit? For how long?
Residents are permitted to have an overnight guest for no more than three consecutive nights for a total of nine nights per semester. Permission for an extended stay must be requested through your Neighbourhood Manager.

LIGHTS & SOUNDS

Levels of light and sound impact everyone differently. Respecting each other's needs in this area will help avoid frustration and maintain a shared space that is conducive to academic success and personal comfort. If you are participating in activities such as watching TV, gaming, or listening to music, it is your responsibility to make sure that you are not interfering with your roommates' right to sleep and study.

Please note: Quiet Hours are in effect Sunday–Thursday from 9 p.m.–8 a.m. and Friday–Saturday from 12 a.m. (midnight)–10 a.m.

QUESTIONS TO CONSIDER

- What is your tolerance for noise?
- When will you turn on/off lights? Does the time of day matter?
- When does your unit need to be quiet? What does this mean for the use of stereos, televisions, and laptops? Does it differ on weekdays or weekends?
- How will you communicate with one another if you have a concern about noise or lights in your unit?



SLEEP & STUDY

Your ability to sleep or study without distraction is essential for your academic success. It is important that you discuss specific expectations regarding sleep and study habits so that everyone can have a successful year.

QUESTIONS TO CONSIDER

- Will you study in your room?
If so, consider the following:
 - What time of day do you prefer to study?
 - For how long?
 - How might this impact your expectations for the level of noise in your unit?
- When do you usually go to bed?
When do you typically wake up?
Does this differ on weekdays or weekends?
- Can you sleep easily with distractions such as background noise?
- How might your alarm clock (and the snooze button) affect your roommates? *Remember to turn off your alarm when you go away for the night or the weekend!*
- What are your expectations of your roommates and/or guests if they come home late at night or early in the morning?



RESOLVING CONFLICTS

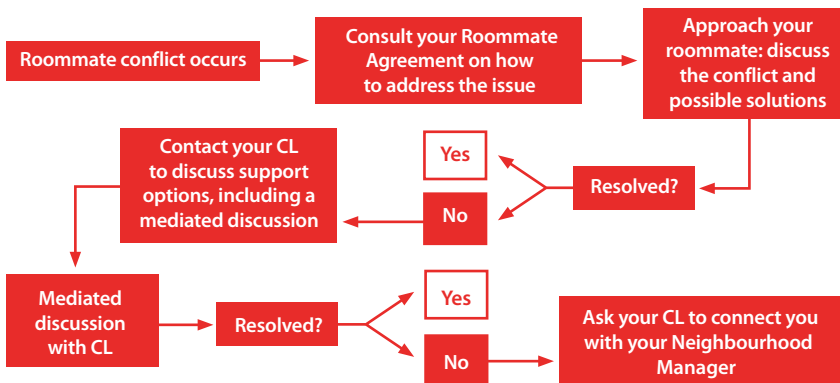
Conflicts or concerns are easier to address when you and your roommates know the steps you will take to work things out. Discussing your concerns respectfully and directly with the other person involved often helps resolve an issue.

There are times when you may need support to resolve a conflict. Remember that your CL is available to provide coaching or to lead a discussion. Contact your CL if you'd like their assistance.

QUESTIONS TO CONSIDER

- How will you approach one another if you have a conflict or concern?
- What steps will you take if someone does not uphold the Roommate Agreement?
- What is the preferred method of communication for each of your roommates?

SUGGESTED CONFLICT RESOLUTION STEPS



In the event that the conflict remains unresolved, you may prefer to apply for a room transfer. Please see the Daily Life section of the Community Living Handbook for more details.



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RESIDENCE SERVICES



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