

The purpose of the Roommate Agreement is to help you better understand yourselves and the people you are living with. Talking about your expectations of living in a shared space helps ensure that you, as roommates, create a shared understanding of the baseline of etiquette and practices you can reasonably expect from each other. It will also help you communicate and work through conflict if it arises. Before you begin, you are encouraged to discuss the following:

1. What first comes to mind when you think about living in residence?
2. What are you hoping to get out of your residence experience (social, personal, academic)?
3. What do you think will be the biggest adjustments to living in residence?
4. What parts of yourself and your journey to university are you most excited to share with the community? What should we know about each other?

As you move through the Roommate Agreement, consider the variations of your expectations on weekdays versus weekends, when your workload is high or low, exam season, and personal stress levels. Your discussions and decisions should be kept between yourselves and your Don. Maintaining privacy and confidentiality in your living space is important!

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| **Communication**  To create a positive living and learning environment, we need to be mindful of how we can communicate well with each other. With this in mind... | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| The best way to contact me outside of residence is… | Text:  Email:  Call:  Social Media:  Other: | Text:  Email:  Call:  Social Media:  Other: | Text:  Email:  Call:  Social Media:  Other: | Text:  Email:  Call:  Social Media:  Other: |
| The best way for you to approach me with an issue is… |  |  |  |  |
| How do you show you need support?  What is the best way to support you through this? |  |  |  |  |

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| **Addressing Conflict**  It is common for roommates to have different wants/needs/expectations, and how you approach conflict can impact the outcome of the conflict. With this in mind... | |
| Question | |
| When there is conflict, what steps should be taken before engaging with support or resources (i.e., Don) | Discussion and Decision: |
| When will we dedicate time to discuss how our Roommate Agreement is working for us? | Discussion and Decision: |
| As a result of completing the Communication and Addressing Conflict sections, how comfortable are roommates feeling about approaching conflict in your shared space? Provide a single group response. | Mark the group consensus with an “X”:  (1) Very Uncomfortable:  (2) Uncomfortable:  (3) Neutral:  (4) Comfortable:  (5) Very Comfortable:  Please provide 2-3 sentences for your rationale: |

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| **Cleanliness**  Establish a 2-week cleaning rotation. Consider the following chores and frequency, depending on your residence (traditional or suite style): washing dishes, sweeping/vacuuming all floors, cleaning kitchen surfaces, cleaning bathroom surfaces, waste removal, general decluttering.    To assist with accountability, tasks should be distributed among all roommates. | | | | | | | |
|  | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| Week 1 |  |  |  |  |  |  |  |
| Week 2 |  |  |  |  |  |  |  |

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| **Noise Levels**  Quiet Hours are designated from 11:00PM-8:00AM from Sunday-Thursday and 1:00AM-8:00AM on Friday & Saturday. With this in mind... | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| What do you consider to be loud? |  |  |  |  |
| What do you consider to be quiet? |  |  |  |  |
| How will you respect differences in noise preferences? | Discussion and Decision: | | | |
| When should noise and light be minimized for focus/study/sleep? Consider weekdays and weekends. | Discussion and Decision: | | | |
| Are you comfortable being around if someone is on the phone/video calling? | Yes:  No:  Depends: | Yes:  No:  Depends: | Yes:  No:  Depends: | Yes:  No:  Depends: |
| Discussion and Decision: | | | |

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| **Substance Use – Drinking and Smoking**  (Exerts from Residence Terms and Conditions)  12.11 Residents who choose to consume alcohol while on University of Waterloo property are expected to do so safely in a manner that respects the wellbeing and legal obligation of the University of Waterloo and its members. Residents must be of legal drinking age (19 years of age), as defined by Ontario law, in order to consume alcohol and/or have alcohol consumed in their residence room or suite. In residence, the consumption of alcoholic beverages is restricted to the bedrooms and suites.  12.13 Per University of Waterloo Policy 29, the University prohibits the smoking or vaporizing of cannabis on University property, except for the purposes of medicinal use which may occur only with appropriate documentation provided to the University (AccessAbility Services for students and Occupational Health for employees). Residents must be of legal drinking age (19 years of age), as defined by Ontario law, in order to consume cannabis and/or have cannabis in their residence room or suite. Students in residence are prohibited from trafficking, possessing, using, or consuming any illegal drug substance in residence or surrounding property.  With this in mind... | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| Do you feel comfortable talking about your experience with substance use? | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: |
| Do you currently use substances or have plans to use? | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: |
| How can we be respectful of each other’s usage and be responsible for ourselves? | Discussion and Decision: | | | |
| What are your personal boundaries with substance use? |  |  |  |  |

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| **Guests**  11.2 Each resident is allowed guests. Guests may not stay in residence for more than 48 consecutive hours. Guests must abide by the Residence Terms and Conditions and Residents are responsible for their guest’s behaviour.  With this in mind… | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| Will roommates be required to give each other notice before having guests over? | Yes:  No:  Only if staying overnight: | Yes:  No:  Only if staying overnight: | Yes:  No:  Only if staying overnight: | Yes:  No:  Only if staying overnight: |
| If notice is required, how long in advance should roommates be notified of a guest? | Discussion and Decision: | | | |
| Are all roommates comfortable with overnight guests? | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: | Yes:  No:  Other: |
| What time of day are daytime guests reasonably allowed to be in the unit? | Discussion and Decision: | | | |
| Are guests able to access shared items? | Yes:  No: | Yes:  No: | Yes:  No: | Yes:  No: |
| Discussion and Decision: | | | |
| List any spaces that are off limits to guests? | Discussion and Decision: | | | |

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| **Sharing Food**  It is important to set expectations on shared items and to respect each other’s comfort on sharing items, including food. With this in mind… | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| Will groceries be purchased together or separately? | Together:  Separately:  Another arrangement: | Together:  Separately:  Another arrangement: | Together:  Separately:  Another arrangement: | Together:  Separately:  Another arrangement: |
| If groceries are purchased together,  How will costs be split?  What timeframe is expected for reimbursement? | Discussion and Decision: | | | |
| If groceries are not purchased together, may roommates borrow food from each other? | Yes:  No: | Yes:  No: | Yes:  No: | Yes:  No: |
| What is the timeframe expected for replacement? | Discussion and Decision: | | | |
| Will food be stored separately? If so, how/where will food be stored for each roommate? | No:  Yes. My food will be stored: | No:  Yes. My food will be stored: | No:  Yes. My food will be stored: | No:  Yes. My food will be stored: |
| Discussion and Decision: | | | |

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| **Sharing Items**  It is important to ensure permission is given when sharing items. With this in mind… | | | | | | | | |
| Question | Roommate 1 (R1) | | Roommate 2 (R2) | | Roommate 3 (R3) | | Roommate 4 (R4) | |
| Are there any items you own that all roommates are allowed to use or access without permission?  (i.e. cookware, dishes, bathroom supplies, TV, etc.) | Yes:  No: | | Yes:  No: | | Yes:  No: | | Yes:  No: | |
| Decision and Discussion (list items): | | | | | | | |
| Are there any items you own that all roommates are allowed to use or access with permission?  (i.e. cookware, dishes, bathroom supplies, TV, etc.) | Yes:  No: | | Yes:  No: | | Yes:  No: | | Yes:  No: | |
| Decision and Discussion (list items): | | | | | | | |
| What is your expectation for broken or damaged items? | Discussion and Decision: | | | | | | | |
| As a result of completing the Sharing Food and Sharing items sections, how clear is the group on everyone's individual expectations related to sharing space? Provide a single group response. | Mark the group consensus with an “X”:  (1) Very Uncomfortable:  (2) Uncomfortable:  (3) Neutral:  (4) Comfortable:  (5) Very Comfortable:  Please provide 2-3 sentences for your rationale: | | | | | | | |
| **Sleeping Habits**  Sleep plays an important role in our overall wellbeing. With this in mind... | | | | | | | | |
| Question | | Roommate 1 (R1) | | Roommate 2 (R2) | | Roommate 3 (R3) | | Roommate 4 (R4) |  |
| When do you wake up? | | Weekdays:  Weekends: | | Weekdays:  Weekends: | | Weekdays:  Weekends: | | Weekdays:  Weekends: |  |
| When do you go to bed? | | Weekdays:  Weekends: | | Weekdays:  Weekends: | | Weekdays:  Weekends: | | Weekdays:  Weekends: |  |
| What are your boundaries around social interaction in the morning and evening? | |  | |  | |  | |  |  |
| Would it be helpful to be aware if someone is coming home late? | | Discussion and Decision: | | | | | | |  |

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| **Study Habits**  Academics are a big part of the university experience! With this in mind... | | | | |
| Question | Roommate 1 (R1) | Roommate 2 (R2) | Roommate 3 (R3) | Roommate 4 (R4) |
| Do you discuss academics, grades and/or achievements with others? | Yes:  No:  Depends: | Yes:  No:  Depends: | Yes:  No:  Depends: | Yes:  No:  Depends: |
| Discussion and Decision: | | | |
| How do you study or work best? Consider noise levels, lighting conditions, foot traffic. |  |  |  |  |
| Where do you see yourself studying? | Bedroom:  Common areas:  Residence:  Elsewhere on campus:  Depends: | Bedroom:  Common areas:  Residence:  Elsewhere on campus:  Depends: | Bedroom:  Common areas:  Residence:  Elsewhere on campus:  Depends: | Bedroom:  Common areas:  Residence:  Elsewhere on campus:  Depends: |
| How will you respect your differences and preferences? | Discussion and Decision: | | | |

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| **Other Topics (if applicable)**  There may be other topics that come up as you go through the Roommate Agreement. | |
| Topic: | Discussion and Decision: |
| Topic: | Discussion and Decision: |

**Resources for Addressing Conflict**

You are encouraged to view the Campus Housing Roommates Page to explore tools to assist you in addressing conflict.

We all approach conflict in different ways, so managing different personalities can be a challenge. This conflict management resource can help you understand your style and gain self-awareness in your strengths and weaknesses and learn about the other styles.

If you and your roommate(s) are still experiencing conflict and struggle to come to a reasonable compromise and/or resolution, you can connect with your Residence Life Don for assistance in mediation.

All roommates of BUILDING: \_\_\_\_\_\_\_\_\_\_\_ ROOM: \_\_\_\_\_\_\_\_ to sign:

I have read, discussed, and agreed to follow the standards set above, and I will strive to practice respect for my roommate(s). We have agreed to communicate openly, respectfully, and in a timely manner to conflicts as they arise. We will revisit this document and adjust it throughout our time living together if we feel one or more of our needs is no longer being met. We also understand that we can utilize our Don for mediation if we require additional support.

R1 Name: Signature: Date:

R2 Name: Signature: Date:

R3 Name: Signature: Date:

R4 Name: Signature: Date: