

Noblesse International School Dormitory

The Noblesse International School welcomes you and shall provide a quality dormitory environment, supportive staff, and a positive and well – disciplined living experience. We are committed to offer students with the advantages to gain the educational achievement.

DORMITORY POLICY

A. Dormitory Occupancy

There are two available types of dormitory accommodations: single and double occupancy per dormitory room. All male and female students shall be provided separate living quarters. Only the Dormitory Supervisor can assign each student's dormitory room. Each dormitory room will contain a bed, desk, closet, air conditioner and one bathroom.

B. Dormitory Regulations

All students will be under the direct management of the Dormitory Supervisor. The following regulations are to be strictly adhered to by all students. Should any of the regulations be breached by any student penalties will result.

1. Monday through Friday students **CANNOT EXIT** the facility for any reason whatsoever except for emergencies and parent related concerns.
2. Visitors **MUST** remain in the 1st floor common area **ONLY**.
3. **NO** visitors allowed after 7:00 p.m.
4. **NO** visitors are allowed to stay overnight albeit in the 1st or 2nd floors.
5. During any Student and Dorm Supervisor Meeting, students **CANNOT USE PERSONAL CELLPHONES**.
6. Students may **NOT COOK** in the Dormitory facilities.
7. Lights out are at 11:00 p.m. and should any student need additional **WAKE TIME** – make your request to the Dormitory Supervisor **NO LATER THAN 7:00 p.m.** of the same day.
8. Housekeeping, cleaning and laundry services shall be provided a minimum of four (4) times per week.
9. Should a student need to exit his or her room and be away for more than 10 minutes, they **MUST** turn off all electric power such as air conditioner, lights, electric, etc.
10. **NO VICES ALLOWED** such as: **SMOKING, IMBIBING ALCOHOL, and GAMBLING.**
11. **NO FOUL LANGUAGE OR VIOLENCE OF ANY KIND, THEFT WILL NOT BE TOLERATED NOR ABUSE of ANOTHER STUDENT'S PERSONAL PROPERTY.**
12. The Dormitory Supervisor may enter and check any student's dorm room at any time.
13. Should any student need to go out beyond 10:00 p.m., a request **MUST** be made to the Dormitory Supervisor.
14. Students **MUST NOT** violate other students personal time and space e.g., excessive noise, entering another student's dormitory room without invitation, slamming of doors, etc.
15. Students **MUST NOT ENTER** other students' dormitory rooms after 10:00 p.m.
16. Insubordination from student to Dormitory Supervisor **WILL NEVER BE TOLERATED.**
17. The following appliances may **NOT** be allowed in individual student's dormitory room such as television and refrigerator (which are provided on the 1st floor) and other appliances such as hot water boiler, etc. for safety purposes.
18. Students **MUST** exit dormitory facility no later than 7:40 a.m. in order to attend classes **ON TIME.**
19. Students / Guardians are responsible to replace or compensate any damaged NIS property including **ALL IT** equipment.
20. Students **MUST NOT** physically disturb IT equipment. Should there be a question or problem of any sort, it **MUST** be endorsed to the Dormitory supervisor.
21. Overnight excursions **MUST** be requested from and approved by the Dormitory Supervisor.
22. On the last day of every month, individual electricity meters per dormitory room for air conditioner consumption will be read. To be billed and paid by liable party.
23. Students may **NOT TURN ON** the First Floor air conditioner unless authorized by Dormitory Supervisor.

24. Television Use: Sunday through Thursday – Until 7 p.m. / Friday & Saturday – Until 10:30 p.m.
25. Office hours are from Monday through Friday until 7:00 p.m.
26. All requests or questions must be addressed during abovementioned office hours with the **EXCEPTION of EMERGENCY CALLS ONLY.**
27. Curfew is as follows: **Saturday and Sunday – 8:00 p.m.**
Please Note: Should a student care to stay out on a Saturday until 10:00 p.m., the student MUST have the authorization of the parent or legal guardian.
 Requests for **GATE PASSES, ALLOWANCES,** etc. should be complied with **NO LATER THAN** Friday, 7:00 p.m. otherwise it will **NOT** be authorized.
28. **DORMITORY POLICY and REGULATIONS are subject to amendments as per Dormitory Supervisor’s directive.**

PARENTS

1. Parents you are more than welcome to visit your son or daughter at any time with due notice and endorsement form the Dorm Supervisor. Of course, please keep in mind that your son or daughter will be adjusting to their new academic and independent life therefore need time to adapt.
2. Parents are liable for their son’s or daughter’s actions such as being the cause of an accident, physical assault on any other and serious illnesses.
3. Parents please be informed that should your son or daughter accumulate three (3) infractions, the student shall be expelled and NIS is not obligated to refund.

PENALTY

INFRACTIONS ARE AS FOLLOWS:

FIRST INFRACTION – ONE WEEK’S PRIVILEGE WILL BE SUSPENDED.

SECOND INFRACTION – ONE MONTH’S PRIVILEGE WILL BE SUSPENDED

THIRD INFRACTION – STUDENT WILL BE EXPELLED FROM THE DORMITORY AND MUST RESIDE OFF-CAMPUS.

I and my son or daughter, understand and have been fully apprised and agree to abide with **DORMITORY POLICY and REGULATIONS** during his or her term of enrollment. Should my son or daughter be penalized, we understand and agree with the ramifications.

Signature of Father or Legal Guardian
Over Printed Name

Signature of Mother or Legal Guardian
Over Printed Name

Signature of Student
Over Printed Name

 Ms. Kim Chanle
Dormitory Supervisor

 Ms. Lea A. Pablo
Business Manager

 Mr. Lee Ik Soon
Chairman

Date: _____, 2016
 Time: _____