

Sheptytsky Institute

Conditions of Occupancy Guide

A guidebook to residence living



“A Home Away From Home”



**1236 College Drive
Saskatoon, SK S7N 0W4**

**Phone: (306) 653-1711
sheps@skeparchy.com**

**Fax: (306) 653-1714
www.skeparchy.com**

• Welcome ~ Бітаємо •

Please read and understand this booklet, as it is part of your “License Agreement” for the Winter Session – September through April.

All information contained in this booklet is incorporated as part of the License Agreement. Individuals who sign and submit a Licence Agreement will be responsible for knowledge of all information contained herein. The Archangel Gabriel Eparchial Ministries Inc. (AGEMI) Board of Directors may change rules or policy at any time as the Board deems it necessary. Residents will be informed accordingly.

(The information in this booklet supersedes any information regarding any previous contract information)

SECTION ~ CONTENTS ~ PAGE NUMBER

1) Statement of Position	1	a) Outdoor Grounds Area	8
2) Orientation to Community Living	2	b) Identification Upon Request	8
3) Definitions and Interpretations	2	c) Common Area Furniture – Fixtures	8
4) Rates	2	d) Overnight Guests	8
a) Occupant		e) Noise – Quiet Hours	8
b) Visitor		f) Visitation	8
5) Payment Schedule	3	g) Safety and Security	8
Deposits and Fees Due		h) Firearms	9
Family Discounts		i) Bicycles	9
6) Terms of the Licence Agreement	3	j) Fire Alarm System and Equipment	9
7) Food Service	4	k) Entrance Doors	9
a) Meal Schedule		l) Personal Injury	10
b) Snack Centre		m) Roof, Windows, Outside Walls	10
c) Food Service Notes – Dining Room Etiquette		n) Hallways	10
8) No-Smoking Policy	5	o) Cleaning of Common Areas	10
9) Your room and, what to bring	5	p) Damages in Common Areas	10
a) Telephone – High Speed Internet – TV	5	q) Parking	10
b) Appliances – Cooking	5	r) Computer Room	10
c) Alterations – Decorating	5	s) Mail Delivery	10
d) Housekeeping	6	t) Laundry Room	10
e) Damages	6	12) Discipline	11
f) Furnishings and Fixtures – Safety	6	13) Scholarships	11
g) Keys – Security	6	Appendix 1 - Academic Schedule	12
h) Refrigerator	6	Appendix 2 - Payment schedule.....	12
i) Vacating	6	Appendix 3 - Conduct guidelines summary.....	14
10) Residence Community	7	Appendix 4 - Caution fund, fine payment, charges....	15
a) Student Representation (RA, SRC)	7	Appendix 5 - Vacating check list.....	16
b) Alcohol / Drugs / Paraphernalia	7	Appendix 6 - Important contact information.....	16
c) Eviction	7	Appendix 7 - Metropolitan A. Sheptytsky.....	17
d) Entry to Student Rooms	7	Appendix 8 - Location map.....	18
11) The Residence – Beyond Your Room	8		

1) STATEMENT OF POSITION

Sheptytsky Institute is operated under the auspices of the Ukrainian Catholic Eparchy of Saskatoon. It reflects Christian values and ideals with respect to all activities and personal relationships. We endeavor to provide an academic facility that strives to include aspects of a social environment.

The student occupants are considered a family of the Institute with each individual having consideration for the rights of others as well as ensuring that the fundamental ideals of the Institute are achieved. In order to ensure an atmosphere conducive to study, friendship, and harmonious interaction, it is important that the regulations contained herein be closely observed by all occupants of Sheptytsky Institute.

Although all occupants are not of the same ethnic, cultural or faith background, we continue to promote Sheptytsky Institute as a student residence with a Ukrainian cultural and spiritual dimension. When students have completed their stay at Sheptytsky Institute, we want them to leave with a feeling that they have experienced something unique in terms of Ukrainian culture and Eastern spirituality.

2) ORIENTATION TO COMMUNITY LIVING

All occupants have a role to play and a responsibility in determining a positive environment for their community.

By living in a coeducational residence, students have an opportunity to learn to live in a community environment and to accept the responsibilities of group living. When living with other students, one soon realizes the ways in which another's behaviour affects you and vice versa. This booklet outlines guidelines each resident must observe.

Understanding that problems may arise, there are also appropriate ways of dealing with them. For example, another occupant may bring attention to something you are doing which interferes with their rights. You have a responsibility to listen and discuss the matter. You, in turn, may want to talk to others who interfere with your rights. If the other resident is not aware that their behaviour is disturbing you, chances are that condition will continue indefinitely.

There are times when one hears that it is the Administrator's job to confront occupants who are not complying with the guidelines. While this is true, the Administrator alone cannot create a good living environment. The responsibility of creating a good living environment rests with all occupants, and all occupants have the obligation to confront those who do not live up to the standards that have been established. Any time there are questions regarding the meaning or application of a residence rule or feelings of unfair and/or improper administration of a rule or policy regarding yourself, you are encouraged to discuss the situation **immediately** with the Administrator of the Institute.

3) DEFINITIONS AND INTERPRETATIONS

- a) Whenever the singular, masculine or feminine is used herein under, it shall be considered as if the plural, feminine or masculine has been used where the context so requires.
- b) The word 'student' where used herein under, shall be interpreted to mean a person who is registered as a full time student (minimum of three classes) at the University of Saskatchewan or as a full time student in any other post-secondary institution.
- c) The word 'occupant' where used herein under, shall be interpreted to mean a student who is residing at Sheptytsky Institute under the terms and conditions of these Conditions of Occupancy.
- d) The word 'residence' where used herein under, shall mean Sheptytsky Institute.
- e) The word 'licensor' where used herein under, shall mean the Archangel Gabriel Eparchial Ministries Inc. (AGEMI).
- f) The words 'assigned room' or 'occupant room' shall be interpreted to mean the private bedroom assigned to an occupant or the double occupancy bedroom assigned to two occupants.
- g) 'Notice' shall be considered to have been given only when the receipt of the notice has been acknowledged in writing by the Administrator.
- h) 'Winter Session' is that period from the day prior to the first day of classes in September to the last day of exams in April. Dates are based on the Academic Schedule of the University of Saskatchewan. *See Appendix 1.* The winter session is divided into two four-month terms: the first term (September-December) and the second term (January-April).
- i) The term 'returning occupant' refers to an occupant as defined in (c) who is returning to Sheptytsky Institute for the full winter session in the year which immediately follows the previous winter session.

4) RATES – WINTER SESSION

- 4.1 The rates for residency are set out in the attached Appendix 2 which is incorporated into these Conditions of Occupancy.
- 4.2 Double room rates are available only if roommates are available. Pay the single rate and refunds will be made for the time when double occupancy applied.
- 4.3 Winter session charges provide for:
 - i) Accommodation: From September to April – as in 3.h) above.

ii) Meals: From September to April - as in 7.a) above.

- 4.4 Family Discount: Two students from the same family staying at Sheptytsky Institute during the same academic year will be entitled to a discount of \$200.00 each for the entire winter session provided they occupy double occupancy rooms. Three students from the same family will be entitled to a discount of \$300.00 each for the entire winter session provided they occupy double occupancy rooms.

5) PAYMENT SCHEDULE - Deposits & Fees Due

- 5.1 Upon acceptance into residence, the applicant must complete and submit a Licence Agreement on or before April 30 or by the date indicated in the applicant's acceptance letter.
- 5.2 Along with the Licence Agreement, the applicant must pay a non-refundable deposit of \$500.00 which is credited toward the fees for the second term of the Winter Session. In special circumstances, consideration may be given to refunding this deposit as set out more fully in section 6.
- 5.3 First term fees, plus other applicable fees, (Caution fees - \$200.00; key deposit - \$50.00; SRC fee - \$30.00) must be paid on or before July 1 or by such date as may be indicated in the acceptance letter.
- 5.4 Second term fees must be paid on or before December 15.
- 5.5 If you are unable to make payments by the dates indicated, please discuss arrangements for deferred payment with the Administrator. Written notice and backup documentation may also be required.
- 5.6 For further particulars, see attached Appendix 2-Payment Schedule, which is incorporated into these Conditions of Occupancy.

6) TERMS OF THE LICENCE AGREEMENT

- 6.1 Move-in is on the day prior to the beginning of September classes. *See Appendix 1.* Early arrivals must be cleared by the residence office by the date indicated in the acceptance letter and are subject to a nightly charge. All accounts must be in order prior to release of keys.
- 6.2 Early registration deadlines apply to all applicants. The licensor has the right to deny any application.
- 6.3 The \$200.00 caution fee and \$50.00 fee for keys must be paid together with payment for first term accommodation. These fees will be refunded at the end of the second term when all keys are returned and if no other penalties are charged against the occupant.
- 6.4 An SRC fee of \$30.00 (Sheptytsky Residence Community) must be paid together with payment for first term accommodation. This fee is non-refundable.
- 6.5 At the end of the first term (December) and at the end of the second term (April), students are to vacate their rooms within 24 hours after writing their last exam. Special conditions must be discussed in advance with the Administrator and notice must be submitted in writing by the occupant following discussion.
- 6.6 All notices must be given, in writing, to the administrator.
- 6.7 Change of rooms is permitted only with the consent of the administrator who reserves the right to change room assignments in the interest of health, discipline or the general welfare of the occupant and/or other occupants.
- 6.8 When one occupant leaves a double occupancy room, depending on the conditions, the following action will be taken: The remaining occupant will be assigned another roommate or will be moved to another double room that has one occupant or will be assigned to a single occupancy room or may be permitted to retain the double room rate at the single room rate, with single occupancy.
- 6.9 Allocation of rooms is completed just prior to the beginning of the winter session. Those who wish to change rooms should submit written notice to discuss this request with the administrator.
- 6.10 A photo archive of activities is an on-going historical project. Please provide written notification to the Administrator if you do not wish to be included in photos to be posted online or other albums or newsletters.
- 6.11 Grievances for all matters relating to the residence or occupant concerns can be submitted using the appropriate form which is available in the residence office.
- 6.12 An occupant may be released from the Licence Agreement only under the following terms and conditions:
- i) If they are required or requested by the University or other post-secondary institution to discontinue their program of studies, the contract may be terminated with one month notice. All paid fees, except accommodation fees for one month, shall be refunded within 14 days of vacating the residence.
 - ii) If they discontinue studies at the University or other post-secondary institution for personal reasons, the agreement may be terminated with one month's notice. Any prepayment of charges, less accommodation fees for one month, shall be refunded within 14 days of vacating the residence.

- iii) If enrolled in the College of Education and the study program requires that internship be served at a school located outside of Saskatoon, or if enrolled in the College of Medicine and an elective class requires moving from Saskatoon, the contract may be terminated with one month's notice. Any prepayment of charges, less accommodation fees for one month shall be refunded within 14 days of vacating the residence.
- iv) If there is a replacement of the same sex for admission to the residence and who will accept the same accommodation as the departing occupant, and all other Conditions of Occupancy, then the occupant may be entitled to a full refund of all prepaid fees within 14 days of vacating residence.
- v) If discontinuing studies at the University or other post-secondary institution due to serious illness verified by a medical report, Any prepayment of charges for accommodation shall be refunded within 14 days of vacating the residence.
- vi) An occupant may terminate their agreement if they choose to move to another location while continuing their studies. The occupant will pay total fees until time of departure and then the fees less the cost of meals* for the days remaining in the winter (September- April) session.
- *This amount may vary from year to year.

See *Appendix 2 - Payment Schedule* for additional information regarding refunds and cancellation fees.

7) FOOD SERVICE

a) Meal Schedule

(Monday – Friday)		
Snack Centre (see b)		All Day
Lunch		11:00 a.m. - 1:00 p.m.
Lunch - December & April exam time & mid-term break		12:00 noon - 1:00 p.m.
Supper		5:00 p.m. - 5:30 p.m.
Saturday, Sunday and holidays (Thanksgiving, Remembrance Day, Family Day, Good Friday)		
Brunch	12:00 noon - 1:00 p.m.	Supper 5:00 p.m. - 5:25 p.m.

Meals are provided from supper the day prior to the first day of classes in September, to lunch on the last day of exams in December; and from supper on the day prior to the first day of classes in January, to lunch on the last day of exams in April. February mid-term break (Reading Week) follows the holiday brunch schedule. Dates are based on official University of Saskatchewan academic calendar as referred to in *Section 3.h*). See *Appendix 1 – Academic Schedule*. Residents are reminded to be aware of meal times, as we cannot operate a personal service for residents anticipating access to foods aside from what is available at the snack centre during other times of the day or night.

b) Snack Centre

Coffee, tea, hot chocolate, fruit, bread and condiments are provided for residents in the dining room, 24 hours a day. A refrigerator, microwave, toaster and kettle are also available there. Additional snacks are available during exam time.

c) Food Service Notes – Dining Room Etiquette

- Arrangements can be made for occupants to receive a bagged lunch and/or late plate when not able to be present during regular meal time. Failure to pick up the requested lunch or late plate on three occasions in a term will result in these privileges being suspended.
- Please do not consume food labeled with someone else's name, remove other non-tagged foods if it is not yours, or hoard food from the buffet to be consumed at a later time.
- The bell will be rung prior to suppertime and weekend brunch.
- Personal prayer at every meal is encouraged. Common prayer will be recited at special gatherings.
- Use of sanitizers upon entry to the dining room is encouraged; good hygiene is a necessity.
- Utensils must always be used to pick-up food from the buffet table, and spills must be cleaned up immediately.
- Hats must be removed. Footwear and clothing must be worn.
- Upon completing their meal, individuals must remove dishes and food remnants from their table setting to the trolley area, push in the chair and leave the area tidy.

- Dishes and utensils are not to be removed from the dining room.
- Cooking in occupant rooms is not permitted.
- Visitor meal rates are posted and are due payable prior to proceeding through the buffet. No charge for students who join us for a meal following a Chapel Liturgical Service.
- Vegetarian options are available at each meal.
- Kitchen access is restricted to staff only. 'Staff only' areas include the kitchen, walk-in coolers and pantry.
- Occupants are not permitted to do their own kitchen cooking and are not allowed in food storage or food preparation areas.
- Occupants must avoid using the kitchen loading zone door to enter or exit the building.
- Respect of food and facilities is required at all times.

Disregarding above points may result in a service being suspended or the dining room being locked after hours.

8) NO-SMOKING POLICY

Residents are not permitted to smoke in the building, entranceways or at fire exit doors, at any time. Saskatchewan Tobacco Control Act and City of Saskatoon Smoking Control Bylaw No. 8286 is in effect. Violators will be reprimanded and fined. *See Appendix 4 – Caution fund, fine payments, charges.*

9) YOUR ROOM

You have acquired new living quarters! While you may personalize your room, we ask that it be done within the guidelines and conditions listed herein. If you have a roommate, plans should be discussed before you begin.

What you need to bring: bedding and mattress protector for twin size (39 x 74.5 inches) bed, towels, toiletries, laundry soap, shower sandals, house slippers and all personal needs for clothing and study.

Leave your powerful speakers, amplifiers and awesome sound systems at home. *See Section 11.e – Quiet.*

Upon taking up occupancy of an assigned room, the resident will check furnishings and equipment, detailing any discrepancies or damages on the form which will be provided to you. This form must be signed and returned to the residence office by the date indicated. If there are two residents in a room, both will sign the form.

Only those assigned to the room have permission to occupy it. Overnight guests are not allowed. No subletting. A resident may not transfer his/her right to reside in a residence room to any other person. Pets are not allowed.

If, at any time, you witness something in need of attention or repair, before the condition or situation worsens, please report it to one of the following people: 1) the Occupant Assistant (RA), or 2) the Administrator. Service will be arranged as soon as possible.

a) High Speed Internet – Telephone – In Room Television

Each room is equipped with an in room television box (SaskTel) and a high speed internet (SaskTel) connection. Activation of an in room telephone is upon your arrangement and at your cost. Wireless internet access is available throughout the building. It is not for gaming or movie/music download purposes. Passwords are required.

b) Appliances

More than one room shares the same electrical circuit. Care must be exercised in the number of electrical appliances plugged into any one outlet. The use of extension cords is discouraged and will be removed by administration if they are found to be causing a dangerous or inconvenient situation for other residents or the facility. Acceptable electrical appliances include: computers/printers, desk lamps, radios, televisions, stereos, clocks, blow dryers and electric shavers. Appliances not allowed include: portable heaters, cooking appliances, sun lamps, exercise equipment, broadcasting equipment, electric blankets, hot plates, and air conditioners. Use of appliances not named above must be approved by the Administrator.

c) Alterations - Decorating

Alterations of any residence property or semi-permanent installation of your personal property is prohibited. This includes nailing fixtures to walls, ceiling or furniture; drilling holes and tampering with electrical wiring. To attach posters to

walls, we recommend using a removable masking tape or ‘fun tack’ – do not use self-adhesive hooks because, upon removal, the paint peels off as well. For the protection of everyone, we urge you to use good judgment in decorating your room so that furniture, posters, fish nets, etc. do not create fire hazards. Any damage caused by decorating efforts of any resident will result in charges for repair being assessed to that resident.

d) Housekeeping

Each resident is responsible for cleaning their own room and removal of waste materials. Your room should be kept in a state of cleanliness throughout the year. Cleaning equipment is available in the second and third floor storage rooms. At check out, all personal items must be removed and a thorough cleaning of the room is required so that it is left in the same condition as it was found when moving in. *See Section 9.i - Vacating.*

e) Damages

Please do not attempt your own repairs. Normal wear and tear to the residence is expected. However, there will be charges for damage or loss which is a result of negligence or misconduct. Damage within a residence room is the joint responsibility of those assigned to the room, unless individual responsibility is determined. Damage caused by negligent activities or other misconduct to any areas (carpets, walls, ceilings, furnishings) are not considered to be usual building maintenance and will be paid for immediately following the incident or deducted from the caution fee refund at the end of the session.

f) Furnishings and Fixtures - Safety

Every resident room contains a closet and is furnished with a single bed, desk and chair, dresser, bookshelf and trash can. Individuals are responsible to supply their own bedding and bath linens. Water filled furniture or equipment is not permitted. It is the resident's responsibility to ensure that their furnishings do not constitute fire and/or safety hazards. Hazardous furnishings and equipment are strictly prohibited. Candles, lanterns, or other items creating open flame are not allowed in residence rooms or corresponding areas. Institute furniture is not to be removed from rooms without prior permission from administration. Ceiling tiles are not to be removed; the area above cannot be used for storage of any articles. Electrical re-wiring of any kind is not permitted. Fire regulations require that doors to sleeping units must be kept closed at all times. Fines can be issued to violators by visiting fire inspectors. Tampering with automatic door closers will lead to issuance of fine. Damaged /non-working door closures must be reported without delay to the Resident Assistant, Custodian or the Residence Office.

g) Keys and Security

At check-in, every resident is issued a key to the main entrances (Wiggins Avenue and College Drive doors) and a key to their room. Residents may not install additional locks on any doors, nor shall any existing lock be tampered with or altered in any way. You shall not lend keys to other persons. Doing so is a serious breach of security, which in some circumstances may result in eviction. The key deposit will be refunded at the end of the second semester, when the same keys are returned. If the first set of keys is not found, a repair order to change the room lock will be issued and that resident will be charged for the cost. **DUPLICATION OF THE RESIDENCE KEYS IS PROHIBITED.** *See also 11.g – Safety and Security.*

h) Refrigerator

Mini/compact refrigerators are allowed, provided they are in good, safe electrical condition. Refrigerators must be operated and maintained in full compliance with safety and sanitary standards. The landlord assumes no liability for malfunctions, equipment damage or spoilage of food for any reasons, including power failure. The refrigerator should be located in a ventilated area of the room, never in a closet. Failure to correct deficiencies will result in revocation of the privilege to use a refrigerator and it will be removed from the room.

i) Vacating

All residents must leave their room clean. The cost of missing items, or those damaged beyond normal wear and tear due to negligence or misconduct, will be charged to the resident. Necessary removal of items left after vacating and/or any unusual cleaning service will be charged to the resident. *See Appendix 5 - Vacating check list.*

10) RESIDENCE COMMUNITY

To help ensure that the rights of every individual resident are upheld, guidelines have been established. However, the mere establishment of rules will not result in the type of community that we continue to develop. A healthy community requires mature involvement on the part of each resident who must be considerate and respectful of others and assumes responsible citizenship at Sheptytsky Institute.

a) STUDENT REPRESENTATION

Residents of Sheptytsky Institute are represented by groups consisting of fellow students. All groups are expected to reflect the position of management of the facility, and report to the Administrator on all accounts.

i) The *Occupant Assistant(s)* – (RA) is available to support you, hear concerns of residents and to help ensure that rules and regulations, as stated in this Conditions of Occupancy Guide, are followed. They assist in making Sheps a safe and caring residence for those who have chosen to call it ‘home’ during their university studies; and to ensure that building security and safety is maintained.

ii) The *Sheps Residence Community* works towards organizing activities that are intended to provide opportunities for socializing. The SRC encourages all residents to share their talents, experiences and interests by organizing an event or activity that can have a positive impact on their stay at Sheps. All residents are required to pay a Sheps Residence Community fee at the same time as other required payments for accommodation. The SRC is the umbrella for an active *student representative council*, if one exists, which will have access to the collected fees to assist in their organized plans which benefit all residents. SRC funds are not used for events promoting the use of alcohol or questionable activities.

b) ALCOHOL • DRUGS • PARAPHERNALIA

No alcoholic beverages (full, partial or empty containers – even those intended for ‘decorative’ purposes), illegal narcotics, drugs or drug paraphernalia are allowed in the residence or on outside property. There is a zero tolerance level with respect to this policy. Condoning such practice will lead to eviction. Under the provisions of the Criminal Code of Canada, abuse, possession, sale, use or distribution of drugs is strictly prohibited. Residents involved in such activities will be reported to appropriate authorities.

c) EVICTION

Alcohol or drug use, malicious acts, verbal, mental or physical abuse towards residents, staff of Sheptytsky Institute, or its Board of Directors or associates, will not be tolerated. The landlord reserves the right to evict those persons deemed detrimental to the wellbeing of the residence or incompatible with our function as an academic institution.

d) ENTRY TO STUDENT ROOMS

While respecting the personal privacy of all residents, we reserve the right to authorize entry into a room when:

- a) we have reasonable cause to believe that there exists an immediate threat to the welfare, health and/or safety of the occupant(s),
- b) we have reasonable cause to believe that there exists a need to protect property (Institute or private),
- c) it is necessary for Institute personnel to close and secure a room or to repair, replace, or inspect the property,
- d) it is necessary to aid in our basic responsibility regarding discipline and maintenance of an academic atmosphere,
- e) we conduct routine cleanliness, inventory, damage and maintenance checks of rooms, or
- f) the occupant has requested maintenance in their room.

Wherever possible, 24 hours’ notice will be given to planned room entry. General notice will be posted on the residence bulletin board; individual notice will be verbal or written when necessary. If a resident makes a request for maintenance service in his/her room, permission for the landlord to enter the said room for the provision of the said maintenance shall be considered to have been given. Notice of entry may not be left. Knocking and announcing presence will always precede entry to a room.

11) THE RESIDENCE – BEYOND YOUR ROOM

Common areas of Sheptytsky Institute include all areas outside of your room. These common areas are for the use of our occupants, invited guests, the AGEMI Board or staff initiated programs and activities. We have several visitors and guests – therefore, common areas should be kept free of litter at all times. Please consider that, at the very least, what is not allowed in your family home is also not allowed at this residence. All locked areas are deemed out of bounds; forced entry is subject to fines and eviction. The occupant has no expectation of privacy in any corridors, lounges, or other common areas due to use of closed circuit security system and/or any other surveillance equipment without notification to the occupant.

a) OUTDOOR GROUNDS AREA

The grounds surrounding the residence are Sheptytsky Institute property, and as such their usage, is governed by standards as those established for inside the building.

b) IDENTIFICATION UPON REQUEST

To protect the safety and welfare of occupants and the Institute, any staff member may require a person within the Institute to present an official college identification form or another official form of identification.

c) COMMON AREA FURNITURE • FIXTURES & DECOR

Common areas (TV/games lounge, computer/study room, etc.) contain furnishings which are for use there by all occupants. This furniture is not for use in individual occupant rooms. Action will be taken against occupants who are found to have this furniture in their rooms. The first time a resident is in violation of this policy he/she will be placed on probation. Subsequent violations will be grounds for Contract termination for Residence & monetary fine.

d) OVERNIGHT GUESTS

Overnight guests are not permitted, unless it is a visiting parent or other immediate family member. Prior notice of arrangement must be arranged with the residence office or the OA. Non-registered overnight guests will be treated as trespassers and will be required to leave the building immediately.

e) NOISE - QUIET HOURS

Courtesy and consideration (24 hours a day) for the rights of others is essential if a harmonious atmosphere is to be maintained. Residents must conduct themselves in a way that does not interfere with the quiet enjoyment of the premises by others. Everyone is responsible to maintain an environment conducive to study at all hours of the day and night. Doors should be kept closed and quiet voices used in stairwells and hallways at all times. Group and social activities are to take place in the recreation and dining rooms. ***If your noise disturbs another resident, then you are making too much noise.*** Noise created in a resident room, or any other part of the residence, which is disturbing to other residents, will not be tolerated and may be cause for eviction. From Sunday night through Friday morning, between the hours of 11:00 p.m. and 8:00 a.m. and, from Friday night through Sunday morning, between the hours of 12:00 midnight and 9:00 a.m., stereos, radios, musical instruments, televisions and all other sounds ***will not be at such a volume that they can be heard outside the room of origin.*** During exam time, there must be 24 hour quiet time. **This regulation will be strictly enforced.**

f) VISITATION

Occupants may have guests in their room, including members of the opposite sex. This visitation should be primarily for the purpose of joint study (move socializing to the recreation or dining room) and should not occur after 11:00 p.m. Outside visitors are not allowed in the Institute after 11:00 p.m. nightly; overnight visitors are not permitted. The right of a roommate, to a reasonable degree of privacy, must be given every consideration by those who have a guest. It is of paramount importance for roommates to discuss visitation and to arrive at an arrangement acceptable to both. A resident's right to privacy takes precedence over the roommate's privilege to have a guest. If you feel your rights have been violated because of a visitation, discuss this with the Resident Assistant and/or contact the Administrator. ***You are responsible for the actions of your visitor at all times.***

g) SAFETY AND SECURITY

No occupant shall do or permit anything to be done in the residence, or any other part of the property, which will in any way compromise the security of the building or the safety of those who occupy it. The landlord takes all reasonable steps to provide a safe and secure living environment. Occupants must use caution in all areas around or in the residence, on stairs and other non-carpeted floors. Footwear must be worn at all times in public areas. The landlord does not assume responsibility for theft, damage to, or loss of personal property. Occupants should keep their room locked and not lend their keys to others. The insurance policy of the Institute does not cover loss of personal belongings, therefore, all

occupants are encouraged to obtain insurance coverage for personal belongings.

(You may get coverage with a home pack policy.) It is the responsibility of the occupant to ensure adequate coverage in case of loss or vandalism, and to have a record of serial numbers and credit card information. If you observe something that appears to be unsafe or insecure, or observe damaged property inside the building or on the grounds, please report it to the management without delay. In absence of staff, the Occupant Assistant should be notified. *See Sections 9.b, f & g.*

h) FIREARMS

Occupants are **STRICTLY PROHIBITED** from having any type of firearms in their room or elsewhere in residence. This restriction also applies to ammunition and/or explosive devices such as dynamite, flares, firecrackers, etc. Possession of any of these will be cause for eviction.

i) BICYCLES

Bikes cannot be kept in a residence room and cannot be parked in the stairways, hallways, lounge, recreation room, laundry room etc. You are advised to use a very secure locking system for parking your bike outside in the bike rack provided at the Wiggins entrance or at the rear of the building, or anywhere on campus.

j) FIRE ALARM SYSTEM AND EQUIPMENT

The fire alarm system is for your protection and is tested, along with smoke alarms, on a regular basis. Tampering with the firefighting equipment makes it ineffective, and endangers the lives of other occupants. Fire exit doors are to be used only in case of fire or during fire drills and are to be closed at all other times. They are not day-to-day entrances or exits. Tampering with, removal of, or misuse of fire extinguishers, alarms, doors/door closures, emergency lights, electrical outlets, exit signs or fire related equipment violates fire regulations and subjects the person(s) responsible to severe fines and disciplinary action. Extreme caution is requested and urged at all times in order to avoid fire hazard. Be familiar with the location of all exits.

In the area of fire safety, a summary of notes from this guide are included here for reference and review:

- Heating and cooking appliances are not allowed in rooms. These include: heaters, sun lamps, electric blankets, hot plates
- All approved equipment must be and remain in good, safe electrical condition
- Mini-fridges must be located in a ventilated area of the room, never in a closet
- Decorations and furnishings in individual rooms must not constitute fire hazards
- Candles, lanterns or other items creating open flame are not allowed
- Items cannot be stored in the ceiling space
- Electrical re-wiring is not permitted
- Sleeping unit doors must be kept closed; automatic door closers must not be tampered with
- Fire exit doors are to be used only in case of fire
- Be familiar with the location of all exits; Refer to the posting at the back of your room door.

What to Do in Case of Fire

1. Extinguishers can be used on small, controlled fires.
2. If you discover a fire, and the alarms are not already sounding, pull the alarm and shout "FIRE!"
3. Proceed to the closest exit.
4. From outside, 9-1-1 should be contacted.

When you Hear the FIRE ALARM

1. Get up, (wake your roommate) and put on shoes and a warm coat.
2. Feel the door - if it is hot, do not open it. Open the window and call for help - wave an article of clothing.
3. If the door is not hot, open it and go to the nearest exit.
4. If there is dense smoke, cover your nose and mouth. Do not panic. Crawl or walk to the nearest exit.

False Alarms

Only if you are absolutely sure of a false alarm should you return to your room. False alarms must be deactivated by: 1) Staff, in the event of smoke/fire sensor alarm activation or, 2) Saskatoon Fire and Protective services (975-2520), in the event that a fire-station panel has been pulled down.

k) ENTRANCE DOORS

For the security of the residence and those living here, the main entrances are locked 24 hours a day. Do not breach the security system, and expose residents to uninvited people, by leaving outside doors or fire doors propped open and left unattended. Visitors are required to buzz in at the Wiggins Avenue entrance.

l) PERSONAL INJURY

We reserve the right to request medical assistance, including an ambulance, on your behalf, should it be deemed necessary. It is the landlord's policy not to personally transport injured or sick individuals. We do not assume the responsibility for payment of medical bills which may be incurred as a result of accidental injury or illness occurring while you reside at the Institute. Medical care personnel will be instructed to bill the cost of their services to you.

m) ROOF, WINDOWS, OUTSIDE WALLS

Climbing from windows and scaling or rappelling the walls, or accessing the roof is strictly prohibited. As is throwing items of any kind from windows or storing items of any kind on outside window ledges. Windows/window screens must not be removed.

n) HALLWAYS

Fire regulations require that hallways be kept clear of any hazardous or restrictive material at all times. Hallways must not be used for storage. Articles left in the hallway will be removed at occupant expense. Hallways must not be used for social gatherings or sporting activities (i.e. hockey, rollerblading, golf...) or, activities that involve darkened areas.

o) CLEANING OF COMMON AREAS

All usual regular cleaning of public areas is the responsibility of the Custodian. Unusual clean-up, including in common areas in or around Sheptytsky Institute, is the responsibility of the person causing the mess, or shared equally with all occupants if no one claims responsibility. This includes caretaker clean-up of vomit or other projectiles and excessive public area trash, or other remnants, following resident activities planned or unplanned. Whenever possible, custodial staff of the opposite sex schedule washroom cleaning after lunch, and hang a placard at the washroom entrance.

p) DAMAGES IN COMMON AREAS

All damage in common areas will be shared equally in cost by all occupants, or the responsible individual(s). Damage caused by negligent sporting activities or other misconduct to any areas (carpets, walls, ceilings, furnishings) are not considered to be usual building maintenance; and, will be paid for immediately following the incident; or deducted from the caution fee refund at the end of the session. Costs are related to replacement of missing or damaged items. Water fights in residence will not be tolerated. Water can damage property (floor covering, ceiling tiles) and can result in injury to the persons involved. You can assist Sheptytsky Institute in helping to hold accountable those residents and/or guests who vandalize the facility. If you have any information about acts of vandalism, please contact the Occupant Assistant, Custodian or Administrator, before the condition or situation worsens.

See Appendix 4 – Caution fund, Fine payments, Charges

q) PARKING

Parking is arranged for our occupants with application for occupancy. You will be notified if one is available and the fee will be added to your payment schedule for the winter session. All are 24-hour reserved spots. A permit is issued for a designated spot only and must be displayed on the rear view mirror. Subletting is not allowed. Violators of parking guidelines will have their parking privilege revoked. Vehicles, and contents of vehicles, which are at or around Sheptytsky Institute are left at your own risk - the licensor, Sheptytsky Institute, is not responsible for damages. Any temporary parking must be discussed with the Building or Administrator. As an occupant of Sheptytsky Institute, pre-registration of a designated University parking spot may be arranged; also, you can qualify for a City of Saskatoon Varsity View parking pass. These options can be discussed with the Administrator. Unauthorized vehicles will be ticketed at your expense by the City of Saskatoon. Visit www.skeparchy.com website for more details on other parking options.

r) COMPUTER ROOM

General use computers are supplied for the privilege of internet communication and educational research. Userid and password are required to log-on. You must supply your own paper for the laser printers located there.

s) MAIL DELIVERY

As mail or parcels are received, they are placed in mail slot area in the stairwell near the dining room. The landlord will not pay any costs due on delivered packages. Occupants may request to have a special delivery left in the residence office rather than on the vestibule table.

t) LAUNDRY ROOM

Coin-operated washers and driers are available 24-hours as well as an iron and ironing board. Occupants must supply own laundry detergent. The residence office can change your bills to quarters.

12) DISCIPLINE

Discipline is not mere obedience to authority or conformity to rules, but acceptance of responsibilities for oneself and for the other occupants with whom one resides. We view the discipline process as a learning experience which can teach individual responsibilities and responsibilities to others. The discipline process attempts to balance the needs of the group and the needs of the student. There are some actions which cannot be tolerated because they threaten the basic purpose of the Institute and the rights essential to other occupants of the Institute. There are no automatic disciplinary actions for a specific incident. Incidents do vary as to seriousness and some are handled in a stronger and firmer manner than others.

The discipline process follows these principles:

1. The circumstances of each incident are carefully considered. Disciplinary actions are decided in relationship to the seriousness of the behaviour and the attitude of the occupant.
2. There will be monetary fines assessed in some cases.
3. The discipline process accepts and respects the individual even though the behaviour may be inappropriate.

The disciplinary process usually begins when an inappropriate behaviour is witnessed by a building supervisor(s), another occupant or staff member. A report is written describing the incident and other relevant facts. The report is given to the Administrator of the Institute who may contact the occupant to discuss the incident. Depending upon the incident, disciplinary action may be taken. The following is a list of possible actions:

- a) **Counseling:** a dialogue between management and the occupant about the incident and behaviour expected from an occupant.
- b) **Restitution:** an action in which the occupant would make payment for the damages done or payment for expenses incurred as a result of the behaviour.
- c) **Warning:** an action which indicated that the behaviour was inappropriate and subsequent actions could result in more serious discipline. After the first warning the occupant may be placed on probation.
- d) **Probation:** a stringent action issued in response to serious or frequent violations of Institute policies. Probationary status is issued for a specific period of time and specific restrictions on an occupant may be invoked. Subsequent violations may result in termination of the Residence Contract.
- e) **Termination of Contract:** an action which terminates an occupant from residing at Sheptytsky Institute on either a permanent or temporary basis. Specific restrictions in relation to the Institute may be invoked.

The Board of Directors and the Administrator have authority to impose fines on an individual and/or collective basis for behavior contrary to these regulations. The Board of Directors of the AGEMI reserves the right to terminate the Licence Agreement forthwith for cause with twenty-four hour notice.

13) Scholarships- None available at this time.

APPENDIX 1 • Academic Schedule

Dates of significance regarding move-in and move-out are set annually based on the Academic Schedule of the University of Saskatchewan. This schedule is posted on-line at: www.usask.ca/calendar/dates/academicdates/

APPENDIX 2 • Payment Schedule, 2015-16 Winter Session

(Approved by AGEMI on Sept. 27th, 2014. The returning student rate is \$200 less than new student rate.)

Room Type	New Student	Returning Student
Double* shared bath	\$7100.00*	\$6900.00*
Single shared bath	\$8700.00	\$8500.00
#13,#31 (smaller rooms)	\$8200.00	\$8000.00
Single private bath	\$9500.00	\$9300.00

* Double room rate is only available when roommates are available. All must pay single room rate and refunds will be made after each term for days where roommates are available.

Other Fees:

- Caution fee \$200.00 (refundable)
- Key deposit \$50.00 (refundable)
- Sheptytsky Representative Council \$30.00 (non-refundable)
- Single Meal Rates: Breakfast - \$6, Lunch - \$10, Supper - \$12

** Parking (when available) \$500.00

** To be determined later as limited parking available.

Payments are to be made as follows:

- \$500 deposit as soon as possible but no later than April 30, 2015. This confirms room as long as rooms are available. This amount is applied against fees for Term 2.
- Term 1 fee of half above amount plus \$280.00 other fees due by July 1, 2015.
- Term 2 fee of half above amount minus \$500 security deposit. Include as post-dated cheque for December 15th, 2015 with Term 1 fee.

New Students

Room Type	Term One (by July 1)	Term 2 (by Dec 15)
Double* shared bath	\$3550+\$280=\$3830	\$3550-\$500=\$3050
Single shared bath	\$4350+\$280=\$4630	\$4350-\$500=\$3850
#13,#31 (smaller rooms)	\$4100+\$280=\$4380	\$4100-\$500=\$3600
Single private bath	\$4750+\$280=\$5030	\$4750-\$500=\$4250

* Double room rate only available when roommates are available. All must pay single room rate and refunds will be made after each term for days when roommates were available.

Returning Students

Room Type	Term One (by July 1)	Term 2 (by Dec 15)
Double*shared bath	\$3450+\$280=\$3730	\$3450-\$500=\$2950
Single shared bath	\$4250+\$280=\$4530	\$4250-\$500=\$3750
#13,#31 (smaller rooms)	\$4000+\$280=\$4280	\$4000-\$500=\$3500
Single private bath	\$4650+\$280=\$4930	\$4650-\$500=\$4150

* Double room rate only available when roommates are available. All must pay the single room rate and refunds will be made after each term for days when roommates were available.

NOTES:

- a) We do not accept debit or charge cards. Only the following methods of payment can be accepted:
(1) Personal cheques (2) Money order, or certified cheque (3) Cash (4) Wire transfers
- b) Failure to make payment by the stated deadlines will result in your Licence Agreement being cancelled. Keys will not be released if payment is outstanding.
- c) Post-dated cheques for all forward payments must be included with the signed Licence Agreement. Where post-dated cheques are not included, written explanation must be provided to the Administrator.
- d) There will be a \$10.00 charge on NSF cheques.
- e) There will be a \$25.00 per month late payment fee if payment is not received by the pre-arranged date.
- f) Any charges from our financial institution for wire transfers of funds will be charged to the occupant.
- g) Family discounts (*Section 5*) are not included in the above calculations.
- h) Parking rates (*Section 6.c*) are not included in the above calculations.
- i) Early move-in or late move-out, when available, will be assessed at the rate of \$25 per night.
- j) Rates are subject to change. Confirmed residence rate for the winter session will be reflected in the acceptance letter and the payment schedule contained therein.
- k) If you are unable to make payments on dates as required, please discuss alternate arrangements for deferred payment with the Administrator. Written notice and backup documentation may also be required.

REFUNDS:

When released from Licence Agreement:

- When an occupant is released from their Licence Agreement per terms in *Section 6.b – Terms*, refunds are calculated based on unused accommodation.
- Where departure from residence is other than academic, the conditions will be reviewed. All accommodation charges must be paid prior to determining any qualifying refundable amount.
- In cases of eviction, unused accommodation and meal payments, less non-refundable security deposit will be refunded.

When withdrawing application:

- When notice is given prior to April 30, there is no penalty.
- When notice is given after April 30, but prior to June 30, and the vacancy is filled by an applicant on an existing waiting list, or within fourteen (14) calendar days by a confirmed new applicant, the resident will qualify for a refund of the \$500.00 2nd term security deposit.
- When notice is given after July 1, and that vacancy is filled immediately, the \$500.00 may be refunded, less a \$75.00 cancellation fee.

PARKING:

- Eight month rate is \$500.00 for a plug in spot.
- Vehicles with interior car warmers or battery blankets must pay an additional \$25.00
- Electric cars requiring daily plug-in will be assessed at a different rate.

APPENDIX 3 • Conduct Guidelines Summary

A summary of conduct guidelines at Sheptytsky Institute:

1. There is a zero tolerance for use or possession of drugs or alcohol
2. Respect and safety for everyone, everything, and especially yourself, is required at all times
3. Sounds and noise will not be at such a volume that they can be heard outside the room of origin
4. Hallway activities (games, gatherings, sports, etc.) which are disturbing to those in their rooms, are not allowed
5. Overnight guests are not permitted .
6. Dishes, garbage and loose papers must be cleaned up before you leave the dining room, or any other common area of the building. Hallways must be kept clear of all objects and garbage
7. If you have any questions, please ask residence staff or an occupant assistant, without delay.

No occupant shall at any time during the term of this agreement use, exercise or carry on, or permit to be used, any noxious, offensive, or illegal act, trade, business, occupation or calling, or activity, behaviour or other action which is likely to be disruptive, injurious or otherwise a nuisance to others in the residence, or which is likely to cause damage or injury.

Along with the Conditions of Occupancy guidelines, all residents will observe:

- i) U of S Policy Handbook: www.usask.ca/university_secretary/policies/index.php
- ii) Guidelines for Academic Conduct as defined by the U of S Council: www.usask.ca/university_council/
- iii) Or, the policies of their respective post-secondary institution of attendance.

The residence General Administrator and the AGEMI Board of Directors have the right to review residence status of an individual if that resident is guilty of a violation outside of residence jurisdiction.

See *Section 10.c - Eviction*

The AGEMI Board of Directors does not sanction events which are organized by residents which may involve alcohol or substance abuse and, the name of *Sheptytsky Institute* will not be associated with or attached to any such events in any way, shape or form.

Sheptytsky Institute Management, the Archangel Gabriel Eparchial Ministries Inc. and its Board of Directors and the Ukrainian Catholic Eparchy of Saskatoon are not responsible for theft, damage to, or loss of personal property; and, do not assume the responsibility for payment of medical bills which may be incurred as a result of accidental injury or illness occurring while at the residence.

APPENDIX 4 • Caution Fund, Fine Payments, Charges

Caution Fund

Throughout this Conditions of Occupancy Guide reference is made to normal wear and tear of the facility, its contents and its property. We cannot control acts of mischief, misconduct, pranks, vandalism or negligence, or the damages that may result from such actions, which are not considered as normal building maintenance. Usually, responsible residents come forward to clean up, replace or fund replacement of damaged property. Caution Fund charges are based on material replacement costs and the value of the clean-up or repair time required. In instances where responsibility is not determined, expenses are deducted from the common Caution Fee refund at the end of the season, and are applied to the general ledger account which has accumulated the expense. Special cleaning or repair services at any time of the year are charged at \$30.00 per hour; \$20.00 minimum charge. Exception: human waste is \$50.00 minimum charge. Throughout the academic year, accumulated charges to the Caution Fund for community billing are posted following the incident and are available in the Residence Office.

Fines

Throughout this Conditions of Occupancy Guide, and more specifically in *Section 12 - Discipline*, reference is made to monetary fines which may be assessed in some cases. Depending on the circumstance of the incident, fines range from \$10 to \$200. Fines are to be paid within a stipulated time period, usually two weeks. A portion can be worked off at a minimum wage rate, if the required work hours do not conflict with academic schedules, a specific duty is available within the two week period, or as other special arrangements. In some incidents, it may also be necessary to charge for material replacement or repair. Monies collected through the fine process are used to sponsor an event or to purchase an item which will benefit all residents. While some incidents are dealt with a warning, others, such as alcohol and/or illegal drug use, and those defined in *Section 10.c - Eviction*, may require immediate termination of the Licence Agreement.

Disciplinary measures of warnings, fines*, probation and termination of licence agreement are in place for the following:

• Alcohol - storage or use of full, partial or empty containers	\$200
• Smoking (over the counter cigarettes) - evidence of smoke, butts or use	\$100
• Illegal narcotics, drugs and drug paraphernalia - storage or use (immediate eviction, plus fine)	\$200
• Quiet time – violations (1 st)	\$10
• Incidents of vandalism, mischief, theft, trashing, or malicious damage to any interior or exterior area of Sheptytsky Institute - includes break and enter to locked areas; removal of windows or window screens; tampering with building mechanics, computer/internet system, electrical or structural materials or equipment; graffiti; interior water activities (i.e. balloons or other containers); interior use of roller blades, hockey sticks, bikes, etc.; lewd behaviour; unauthorized overnight guests; illegal parking; roof access; pranks; candle use; or, other violations or disregard of articles in the Conditions of Occupancy Guide	\$50 - 100
• Tampering with smoke detectors, triggering fire alarm systems or fire doors (Note that additional fines may also be charged by the Fire Department)	\$200
• Tampering/removal of automatic door closures	\$100
• Removal of common area furniture, décor or fixtures which are the property of Sheptytsky Institute	\$10/day

Other charges

• Accidental damages	at replacement cost
• Replacement of deadbolt	\$400
• Failure to prepare a room upon request of management as may be required for special services (i.e. pest treatment)	\$100
• Where the RA is requested to unlock an occupant's room in a non-emergency situation:	
Lockout before midnight, 1 st	free
Before midnight, after 1 st time	\$10
After midnight	\$50

* Fine amounts shown are suggested only, and may vary depending on severity of violation. Repeat offenses are subject to a compounding fine.

APPENDIX 5 • Vacating - Check list

This check-list is to assist residents in understanding what action is required of them to leave the room "clean" as referred to in *Section 9.i*. The following must be completed before moving out:

- all personal possessions to be removed from closets, shelves, walls and drawers
- cleaning of room side of windows and window tracks
- all furniture (desk and desk drawers; and bookshelves) to be cleaned and washed
- vacuuming of carpets
- removal of all pictures, posters, etc. and tacky residue from all surfaces in the room
- removal of all garbage from the room and the garbage can washed
- room door (inside and out) must be cleaned of all messages, graffiti, and sticky residue
- also, remove all personal files from computer room residence computers, and
- washing of walls, cover plates, doors, door knobs
- return parking tags

When cleaning is complete, switch the lights off, lock your door and return keys to the residence office. When returning keys of double occupancy rooms, be sure to attach your name to the key tag. Parking tags must also be returned. Prior to refund of occupant deposits, the individual's room will be inspected by building staff. If you wish to be present during room inspection, please make arrangements with the office or Custodian. The cost of missing items, or those damaged beyond normal wear and tear due to negligence or misuse will be charged to the occupant. Necessary removal of items left after vacating and unusual cleaning service will be charged to the occupant at the rate of \$20.00 per hour (\$10 minimum charge).

If the occupant is not returning to Sheptytsky Institute in the following September, please be advised that all correspondents should be notified of an update to the mailing address. Mail will be redirected (alternate address written on envelope front) for one month. After that, all mail will be marked 'returned to sender'. Mail for returning residents will be held in the residence office for the period of May to August and placed in the lettered mailboxes on September move-in day.

We cannot provide summer storage of personal articles. It is advised that if you do not wish to take all belonging with you for the summer, that you investigate temporary self-storage options with businesses which offer such. Any items left following your departure will be disposed of as deemed necessary and are at the discretion of building staff. Following your stay at Sheptytsky Institute, your name, address and e-mail address may be added to the Alumni contact database. If you do not wish to be added to any future contact list, please notify the Residence Office of this, in writing.

APPENDIX 6 • Important Contact Information

Sheptytsky Institute Staff, Campus and General Services

General Administrator and Residence Office; September to April - hours vary; will be posted on office door and by appointment:

Conrad Pura: (306) 653-1711 email: sheps@skeparchy.com

Cooks: Angie and Renee

STM Chaplain: Fr. Andre Lalach 966-8930 alalach@stmcollege.ca

Campus Rec	966-6492
Campus Security	966-5555
Campus Student Help Centre	966-6981
USSU	966-6960
Safe walk	966-7233 (SAFE)
Emergency	9-1-1
Fire Department	975-2520
MD Ambulance	975-8800
Poison Control Centre	1-888-454-1212
Police	975-8300
Royal University Hospital	655-1000

Saskatchewan Drug Info Centre	975-3784
Saskatoon Crime Stoppers	931-8477
Saskatoon Transit Services	975-3100
Suicide Crisis Line	933-6200
Time of Day	244-6411
Cathedral - St. George's;	664-3459
Dormition of the Blessed Mother of God;	374-4270
Ss. Peter & Paul;	343-6516

APPENDIX 7

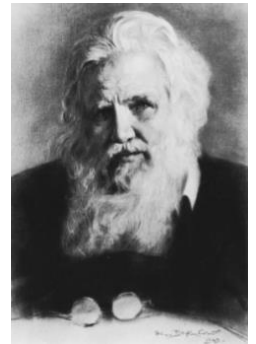
Metropolitan Andrey Sheptytsky

• 1865 – 1944 •



Roman Maria Alexander Sheptytsky was born a count on July 29, 1865 in Pryblychi, Western Ukraine. Although being raised in a family of noble lineage, his upbringing instilled in him a deep sense of faith. At the age of 23, having already completed the study of law, he entered the religious order of St Basil the Great, where he took the name Andrey, was ordained a priest in 1892, consecrated bishop in 1899 and became Metropolitan of Halych, Ukraine in 1900 – at the age of 36.

Metropolitan Andrey worked with full dedication on deepening the religious spirit of his flock, renewal of the Eastern Rite, progress of people in all levels of cultural and social life, Ukrainian emigration, human rights and the education of youth, – often using his own personal wealth for the benefit of others. He was also active in the establishment of educational and resource centres for youth. His battles with scarlet fever, later typhus and other ailments did not stop his great passions. He did not abandon his flock during the invasion of enemies, even during his imprisonment by the Muscovite army from 1914- 1917, and later under house arrest - always remaining fearless in defense of truth and justice, exposing terrorism and ill- will which was used against the church. During the Second World War, he personally strived to safeguard the human rights of Jews who faced persecution from the Nazi Gestapo. Throughout the entire German occupation of Ukraine, he, along with other Ukrainian clergy and religious who followed his example, aided and hid numerous Jewish families – many of whom were able to survive the Holocaust. He showed Ukrainian people how to be brave and vigilant in the fight against oppression and injustice.



His strong leadership was known throughout the world for his labours on behalf of Christian Unity, and the cooperation of all Ukrainian churches in both Ukraine and the Diaspora. He was well ahead of his time in pioneering the vision of the unity of all of Ukrainian Christianity through his pastoral visits which included Brazil, Argentina and North America, although historic circumstances of the First World War and the communist system did not permit realization of all of his plans.

Educational institutions and medical facilities throughout the world wide Ukrainian community have been named after him, and many organizations and groups of artists and students name Metropolitan Andrey as their patron – his life and his legacy an inspiration for their own lives.

The Servant of God, Andrey Sheptytsky died in Lviv, Ukraine, on November 1, 1944. His body lies in a crypt in the lower level of St. George's Ukrainian Greek Catholic Cathedral in Lviv. Metropolitan Andrey Sheptytsky, for whom this residence was named, led by example. He cultivated leadership skills in all aspects of his life – faith, family, community, and country. Through his actions he showed that good leadership is not limited to one area or interest but, is interwoven in all aspects of life.

APPENDIX 8 Location Map

Sheptytsky Institute
*Corner of College Drive
and Wiggins Avenue*

**1236 College Drive
Saskatoon, SK
S7N 0W4**

**Phone:
(306) 653-1711
Fax:
(306) 653-1714**

