

# Host Family Housing Policy for Homestay Students Attending IEC@DVC

IEC@DVC students placed in a homestay location by Diablo Valley Homestay LLC (DVH) must comply with the following rules while living in the homestay.

## Rent

1. Rent is \$750 per month, and the first two months (\$1500) and must be prepaid directly to the host family on the first day you move into your homestay. It is your responsibility to offer the money to the host family – do not wait for the family to ask you for the money. Please pay your family on the day you move in to the homestay. Your future rent payments will be due on the same day each month. Example: If you move in on August 28, you must pay the family for your first two months in the homestay (\$1500) on that day. All future rent payments will be due on the 28<sup>th</sup> day of the following months (Example: October 28, November 28, December 28, etc.).
2. Please make sure to pay your rent on time every month. It is your responsibility to give your host family a payment each month, without the family having to ask you for the payment. Students who are late or do not pay their rent may be asked to leave their homestay. *DVH will not place the student in another homestay if the student is asked to leave their initial homestay for late or non-payment of rent.*

## Moving Out of a Homestay

1. When a student wishes to end the living arrangement with their host family, written notice must be given to the host family. The notice must be received at least 30 days before the end of the set payment period. Example: If a student wishes to move into an apartment on December 1, then they must tell the family on or before November 1 that they intend to move out in 30 days.
2. If the student chooses to move out of their homestay early and does not provide the host family with written notice 30 days prior to the end of the set payment period, the student may risk losing some or all of their \$300 security deposit, if the funds are needed to pay any rent left owing.
3. If the host family is able to fill the vacancy with another homestay placement (or other acceptable placement as determined by the family), and therefore the vacancy is filled before the end of the 30 day notice period, the departing student must pay the host family only for the vacancy dates until the new student moves in. (Per day amounts to be determined by the DVH Housing Director based on the number of days vacant within the 30 day notice period, divided by \$750.)
4. Students who leave their original homestay will not be placed in a new homestay, unless there is a valid reason for leaving the original homestay. **Your \$300.00 placement fee is good only for your original homestay placement.** If you would like another homestay placement, you will be required to pay an additional placement fee, unless you are leaving the original placement due to any of the valid reasons stated below. Valid reasons for removing a student from the original homestay and placing them in a new homestay are:
  - a. There is a real or implied threat of harm towards the student.
  - b. The host family alters the terms of the original homestay agreement (Example: A family stops providing meals for their student, or increases the rent.)
  - c. The host family is unable to continue hosting the student due to personal reasons, not caused by the student.
5. Any dispute between the student and host family should be brought immediately to the attention of the DVH Housing Director for resolution.
6. In the event that DVH must remove a student from a homestay due to disciplinary or behavioral problems (including breaking house rules, theft of property, continuing conflicts or verbal abuse toward a family member, physical abuse to any persons or property, etc.), the student will be taken to a nearby hotel in the area and will be responsible for all charges incurred at the hotel until they find an independent living arrangement. DVH will not place the student in another homestay. Additionally, the student will not receive any refund of rent that has been paid for the remainder of the month.

## Security Deposit

1. All students are required to give a monetary deposit, in the amount of \$300, at the time of move-in, in order to cover the cost of any unpaid bills or damages done to the property by the student while they are living in the home. This \$300 payment is in addition to the \$1500 two-month rent payment that is made on the first day the student moves into the homestay. This separate payment is commonly referred to as a security deposit.
2. Students may also be held responsible for any damage caused by visitors (friends and family) that they have invited into the home. Funds from the security deposit can be used for damage caused by other persons visiting the home at the request of the student. If any funds are used to repair damages while the student is still living in the home, then the student will need to replenish the security deposit amount to the original total of \$300. Example: If a family uses \$30 from the original security deposit to make a repair, then the current security deposit would be \$270, and therefore the student would need to add another \$30 to the security deposit in order for the original amount of \$300 to be restored.
3. After a student moves out, the host family has three (3) weeks to either return the deposit, or provide a written statement of why all or part of the money is being kept. If any funds are used for unpaid bills, cleaning or repairs, the family will provide the student with receipts showing the cost of services or repairs performed.
4. It is important to know that the security deposit may be used to pay any rent left owing after moving out, repairs of damages beyond normal use, and/or cleaning. Students are expected to leave their rooms in the condition as when they moved in, except for normal wear and tear. (Deposits cannot be used by the host family to cover normal "wear and tear", or damage that existed when the student moved in.)
5. Students are advised to do the following actions to protect their deposit
  - a. Upon moving in, inspect their bedroom for any existing damages (carpet stains, lighting, closets, etc.)
  - b. Document any damages upon moving in and let the host family know immediately that they exist. This will show the host family that the damages were pre-existing and not caused by the student.
  - c. Tell the host family about anything that needs repair from normal use, such as replacing a light bulb that has burned out.
  - d. Several days prior to moving out, the student should thoroughly clean their bedroom and show it to the host family. This will allow the host family to inspect the room and let the student know if there is anything further that needs to be done.
  - e. An initial inspection of the student's living area by the host family will give the student a chance to repair any damages before the final inspection, which will take place on the actual date the student moves out.
6. Students are advised to leave a phone number and forwarding address with the host family when moving out. This will allow the family to contact the student to arrange the return of the security deposit. If the student does not leave a new phone number and address with the host family, the family will not be at fault if they are unable to find the student to return the deposit within the three (3) week period, as required by law. It will then become the student's responsibility to contact the family to arrange getting their security deposit back.

I have read the above detailed Host Family Housing Policy and I understand and agree to the terms of the policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print Student Name

### Contact Information

Fia Parker, Diablo Valley Homestay • 246 Golf Club Road • Pleasant Hill, CA 94523  
Phone: 1-925-876-0080 • Fax: 1-925-676-4200 • Email: [fparker@dvc.edu](mailto:fparker@dvc.edu) • [www.diablovalleyhomestay.com](http://www.diablovalleyhomestay.com)

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