



**WESTERN
LODGING**

Housing Packet

WELCOME TO WESTERN LODGING!

We are happy to have you join us at Western Welding Academy and are excited for you to become part of our student housing.

Here at Western Lodging, we believe in creating an environment where everyone can thrive. Our team is dedicated to helping each student reach their full potential as a well-rounded person, ready to tackle life outside of school. We put in the effort to prepare our students for what they will face when it comes to obtaining their own housing in the future. Be sure to read the contents of this Student Housing information included in this packet, as this is what we hold students accountable to.

We know how important it is to have activities outside of school that contribute to your growth. Our community offers various activities on weekends or after your classes are over. We encourage you to take part, as these activities are great for personal growth, teamwork, and making lasting friendships; networking in the welding industry is invaluable! You will find more information about these activities inside.

Once again, welcome to Western Lodging! Let us make the most of this experience together.

Best regards,

Western Lodging Team

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**IT IS THE STUDENT'S RESPONSIBILITY TO READ
AND UNDERSTAND THIS HANDBOOK**



STUDENT HOUSING RULES

THE FIVE ZERO TOLERANCE RULES

1. NO ALCOHOL OR DRUGS ALLOWED.
2. NO FIREARMS OR WEAPONS.
3. NO THEFT OF ANY KIND.
4. NO FIGHTING, HARASSMENT, OR THREATENING OTHERS.
5. NO MALICIOUS PROPERTY DAMAGE.

STUDENT HOUSING RULES

6. No smoking or vaping inside units.
7. Students must reside in their assigned bed and unit.
8. Overnight guest(s) is strictly prohibited (including weekends).
9. Quiet hours are from 11:00 pm to 7:00 am, including weekends.
10. No pets of any kind.
11. No vehicle maintenance allowed unless approved by Western Lodging.
12. Do not alter/add furniture or wall hangings to the common and/or assigned areas.
13. Park in assigned areas; parking on any street in student housing is prohibited.
14. No open flames allowed inside or outside of student housing.
15. No fireworks.
16. Toolboxes cannot be stored in housing units.
17. Vehicle plug-ins are an extra charge.
18. The speed limit in housing is 10 MPH.
19. No aggressive, or careless driving allowed.
20. Do not tamper with thermostats.
21. Only approved electrical appliances.
22. Students are not allowed to perform their own housing repairs.

STUDENT HOUSING RULES AND POLICIES EXPLAINED

1. NO ALCOHOL OR DRUGS ALLOWED – ZERO TOLERANCE

Western Lodging has zero tolerance for alcohol and drugs. The possession, consumption, and/or distribution of any alcohol or drug is prohibited on or around student housing grounds regardless of age. All participants in a party involving alcohol and/or drugs are considered in violation of this policy. Students who are drunk or acting disorderly while intoxicated are also in violation of this policy. In addition to being terminated from Western Lodging housing, these incidents of alcohol and drug-related violations may be reported to local law enforcement and/or the student's parent or guardian.

2. NO FIREARMS AND WEAPONS – ZERO TOLERANCE

Firearms of any kind (handguns, rifles, airsoft guns, paintball guns, Bows and Arrows, Crossbows and or anything that shoots a projectile may be deemed a violation) are not allowed on or around student housing grounds. The storage of ammo inside any housing unit is strictly prohibited and falls underneath this policy.

3. THEFT OF ANY KIND – ZERO TOLERANCE

Any theft on Student Housing and/or Western Welding Academy grounds will not be tolerated! No Joking around!

4. NO FIGHTING, HARASSMENT, OR THREATENING OTHERS – ZERO TOLERANCE

The threat, practice and/or committing of any kind of violence and/or aggressive behavior along with Harassment and threatening of any kind, against anybody on student housing grounds and/or Western Welding Academy grounds will not be tolerated!

5. NO MALICIOUS PROPERTY DAMAGE – ZERO TOLERANCE

If a student maliciously damages Western Lodging property, or any other individual's property on student housing grounds. Such students(s) will be charged accordingly and face disciplinary action.

6. No smoking or vaping inside student housing.

No smoking or vaping inside of the housing units, if a student(s) is caught smoking/vaping inside the units there will be a \$150.00 fine. There will be a cleaning fee of \$60.00 per unit that needs to be cleaned due to cigarette butts.

7. Students must reside in their assigned bed and unit.

Housing students must reside in their assigned bed and unit. (Any student(s) caught will be charged a \$150.00 fine plus any necessary fees to put the unassigned area back to its original condition. Students cannot change their assigned areas without an approved transfer request. Western Lodging cannot guarantee your roommate preference. Rooms are assigned on a first-come, first-served basis, depending on availability.

Transfer requests within the first week of school will be considered on an emergency basis only. Transfer requests after the first week of school will be reviewed by housing staff and approved on a limited, case-by-case basis. Approval will be limited to emergency situations, vacancies, and/or extreme circumstances.

If an assigned student stops occupying their unit, that student is still responsible for their assigned area until a move-out inspection has been completed by housing staff.

8. Overnight guest(s) are strictly prohibited.

Only assigned students may occupy housing units. No overnight guests or students are allowed in your assigned unit. If a student and/or guest is caught occupying your unit outside of guest hours, the assigned student will face disciplinary action.

Guests of a different sex and/or non-Western Welding Academy students are welcome between the hours of 7:00 AM and Midnight, including weekends. Any guest outside these hours is in violation of the policy and will face disciplinary action.

Western Lodging is not responsible for the student's guests and their property. Any individual that is not currently enrolled in Western Welding Academy will be under the responsibility of the assigned students of that housing unit. Student(s) are required to enforce all rules to guests, violations of unenrolled Western Lodging guests will be enforced upon the enrolled student(s).

9. Quiet hours are from 11:00 PM to 7:00 AM, including weekends.

Our housing program is situated in a community, so appropriate behaviors to reduce noise levels must be enforced. Examples of violations include loud music or tv that can be heard outside the unit, sitting in your car with stereo so loud that the next unit over can hear it, being loud with your guest so that the next unit over can hear what you're doing, while walking between units or the neighborhood being so loud that it disrupts the peace. These are examples and not all violations are included.

10. No pets of any kind.

No pets of any kind are allowed in any Western Lodging housing unit including your guest(s) pets.

11. No vehicle maintenance allowed unless approved by Western Lodging.

All vehicle maintenance must be approved prior to any work started. Vehicle maintenance requests will only be approved for emergency situations. The draining of any fluid from vehicles (oil, coolant etc.) is strictly prohibited and will not be approved. If a student is caught draining any fluid from a vehicle, regardless of the care performed, there will be a \$150.00 fine. Any vehicle repairs that are performed without approval will face disciplinary action. Western Lodging does not allow the storage of automobile parts around the housing units.

12. Do not alter/add furniture or wall hangings to the common and/or assigned areas.

- This rule includes the outside of the unit.
- Students are not allowed to alter the furniture in the units. Do not take mattresses from one room to another. Do not move the beds or lockers from where they are found. The couch must stay in the common area along with chairs and tables. All appliances must stay in the common area.
- Students are not allowed to bring in any outside furniture to add to the bedrooms or common areas. Exceptions to this rule would be small tv stands, small shelves for the bathroom or bedroom. When adding stuff to your room, judge the space as half is yours and half is your roommates. You must share this space 50/50 with another roommate. When looking at the common area, communicate with your roommates on your needs and their needs for space.
- Students are not allowed to use thumbtacks, tape, nails, screws, etc., to hang any type of wall hangings, such as pictures, posters, or dartboards. No objects may be hung on the outside of housing units.
- Any vulgar or offensive items should not be displayed and are not tolerated. It is at the discretion of Western Lodging staff to decide if items are to be removed.

13. Parking in the assigned area, parking on any street in student housing is prohibited.

Students are to park in their assigned parking spaces. Each housing area provides limited parking. One (1) vehicle per student may be parked in housing lots. Any alternative vehicles, not limited to motorcycles and snowmobiles, must be stored at alternate locations arranged by the student. All vehicles must have their parking permit displayed on their windshield. Any vehicle found on housing property without a parking sticker is subject to towing at the cost of the vehicle owner. No parking on the streets or grass areas. Don't block assigned spots. Be courteous, park in front of your one post. It is recommended to walk, instead of driving to other students' housing units.

14. No open flames allowed inside or outside of student housing.

The use of personal barbecues, charcoal grills, propane grills, pellet grills, candles etc., is not allowed in, out or near student housing property. Students found storing or using these items will be in violation of this policy and will be subject to disciplinary action. Any student found to be in violation of the open-flames policy is also subject to a fine of \$100.

15. No Fireworks

Fireworks are not permitted within city limits. The use and/or possession of fireworks within city limits or on student housing property is a violation of our policy and will result in disciplinary action.

16. Toolboxes cannot be stored in housing units.

Both school supplied and student owned toolboxes are not allowed in student housing. Students must keep their toolboxes locked in their vehicles. Violation of this rule is subject to a \$50 fine per occurrence.

17. Vehicle plug-in is an extra-charge.

Vehicle plug in for the winter months is a flat rate of \$70 a month which is subject to change. Winter plug-in months are from October to April. The fee is calculated based on your start and projected graduation date. There are no refunds, this is not a prorated fee. Example: If the student arrives in October and is projected to leave in March, the student must pay from October to March at the current monthly rate in full. If the Student leaves early, there will be no refund of the months that the student does not use. You will receive a plug-in sticker from the Housing office once we receive payment. This policy allows you to plug-in only at your assigned parking spot.

Once approved, students are only allowed to use the outside outlet. Student(s) will not be allowed to plug inside the assigned unit and run extension cords out of the unit through the doors or windows. If a student is caught plugging in without being approved, that student will be fined \$20.00 dollars per day and face disciplinary action. If there is any damage to the electrical outlet found outside of the house due to any negligence, student(s) will be charged accordingly for damages.

18. The speed limit in housing is 10 MPH

The speed limit is 10 mph anything over this speed will result in disciplinary action.

19. No aggressive, careless driving allowed

Any aggressive or careless driving will result in disciplinary action. This includes but is not limited to riding in the back of trucks and pulling any objects and/or people on student housing property.

20. Do not tamper with thermostats

The thermostats are preset and have lock boxes on them; do not tamper with the settings. If your unit has heating or A/C problems contact the housing office to get it addressed and fixed. Our limit for adjustment is only up to 70 degrees for heat and no lower than 69 degrees for A/C. If student(s) are caught tampering with the settings, there will be a \$30 fee per student living in the unit.

21. Only approved electrical appliances

Only approved electrical appliances may be used in the housing units. Appliances that are not allowed are any kind of space heaters, heat lamps, black lights, any kind of a/c units, chest freezers. Outside outlets on the units may not be used for personal use by the students unless approved. No Extension cords can run out of the units through the doors and windows. The use of outlet multipliers and power strips without surge protectors is not allowed. Students caught in violation of this will be fined \$75.00 per instance. The use of small appliances such as mini fridges, crock pots, toasters, TVs and small gaming systems is approved.

22. Students are not allowed to perform their own housing repairs

If there is damage inside or outside a student's unit, notify Western Lodging immediately. **DO NOT PERFORM YOUR OWN REPAIRS.** Students who do not report damage are subject to charges and possible disciplinary action at Western Lodging's discretion. Western Lodging staff will oversee all repairs to its units.

STUDENT RESPONSIBILITIES

IT IS THE STUDENT RESPONSIBILITY TO READ AND UNDERSTAND THIS HANDBOOK

Western Welding Academy students are housed within a residential community of Gillette, WY. As representatives of the school and yourself, you are observed by your neighbors and community members. It is Western Lodging's goal to cultivate positive relationships within the community.

Students should recognize that they are temporary members of the community and act in a manner that reflects positively on both them and the school.

BEHAVIOR AND CONDUCT

Your behavior and Conduct is a reflection onto you then that also reflects the student housing program and Western Welding Academy. Conduct yourself in a way that reflects positively. Here are some behaviors that you will be responsible for.

- Be respectful to all staff and community members.
- Identify yourself correctly and don't give out false info.
- Own your mistakes!
- The actions of your guests in your unit are your responsibility. If guests violate housing rules, the student(s) will take responsibility for those actions of the guest(s)

COMMUNITY MANNERS

- Keep noise to a minimum.
- Don't be rowdy.
- Be aware of children in the community.
- Don't rev your vehicles.
- Don't shine your vehicle lights into other people's houses for long periods of time.
- Don't impede community travel, get off the roads to talk.

UNIT COLLABORATION

Talk to your roommates, especially that first week of moving-in, find their likes and dislikes, their pet peeves. We recommend the unit make food arrangements, who's buying and who's sharing is super important! We also recommend coming up with a cleaning schedule. Students are expected to keep their assigned unit and communal areas responsibly throughout their entire stay. Keep your unit clean and safe.

UNIT UPKEEP

- Empty trash when full; do not leave trash lying around the unit.
- Wash dishes after use.
- Scrub toilets.
- Keep your shower clean and free from hair.
- Clean the stove and fridge regularly.
- Clean your oven after any spills. (Tip: place tinfoil in the bottom of the oven. It makes for an easy clean up if there is a spill.)
- Floors should be cleaned weekly.
- Don't overload the washer and dryers, if you don't know how to use it, call us! We would be glad to help you.
- Do not flush anything other than toilet paper and human waste down the toilets. No man wipes, no feminine products.
- SNOW REMOVAL: Students are responsible for clearing snow from the street to their deck/patio areas. Snow must be cleared within 24 hours after the snowfall stops, including shoveling the driveway space. Clearing away snow to solid ground for sun to shine on, it is essential to help keep mud and slickness to a minimum. Failure to clear snow promptly may result in added fees at Western Lodging's discretion.
- Do not store anything in the utility closets (by the furnace or water heater).
- Trash days are Tuesdays, it is your unit's responsibility to have the trash on the road for pickup. If constant negligence for trash pickup occurs. A \$25 dollar per assigned student of the unit will be charged to haul off trash. (Trashcan is required to be empty prior to move out inspection.)

Students will be held responsible for damage to the building and/or infrastructure, missing or damaged furniture due to actions of neglect, ill intent or any intentional wrongdoing by the student(s). These costs for repair or replacement will be charged to the student(s). If the responsibility for damages is not accepted by an individual, charges will be equally distributed among all student(s) assigned to the unit equally.

RENTER'S INSURANCE

Western Lodging does not provide renter's insurance and is not liable for loss, theft, or damage to private property, including damage or loss due to fire, water, or other causes. Students are strongly encouraged to obtain private property or rental insurance to prevent financial losses.

MAIL AND DELIVERIES

Students must obtain a PO box from the post office using their Student Housing Agreement. Western Lodging and Western Welding Academy cannot receive mail on behalf of students. While Amazon, UPS, and FedEx deliver directly to the units, USPS does not. Any mail received by Western Lodging or Western Welding Academy will be returned to the sender. Students may opt for general delivery at the post office free of charge.

DISCIPLINARY ACTION POLICY

If a housing student is found to be in violation of housing policies, rules, or student responsibilities, disciplinary action will be taken. Western Lodging has established different levels of disciplinary action and a tiered termination process, which will be used as a guideline to assess and determine the appropriate response to the violation. Western Welding Academy and Western Lodging work hand in hand to hold students accountable to the rules/policies of both programs. The school may impose its own form of punishment for such actions, which may include termination from both programs. A student may incur a total of up to three write-ups in combination with school write-ups. Upon receiving the third write-up, the student will be terminated from both school and housing.

ZERO TOLERANCE

Any housing student who violates any of the items listed below will face disciplinary action, which may include immediate termination from Western Lodging and/or Western Welding Academy.

- NO ALCOHOL OR DRUGS ALLOWED.
- NO FIREARMS OR WEAPONS.
- NO THEFT OF ANY KIND.
- NO FIGHTING, HARASSMENT, OR THREATENING OTHERS.
- NO MALICIOUS PROPERTY DAMAGE.

Any violations of rules and policies not explicitly covered elsewhere will be addressed according to the process outlined below. Western Lodging staff, based on the severity of the violation, may choose to bypass issuing a warning and may instead proceed directly to issuing a formal write-up and or termination. It is important to note that both warnings and write-ups will be considered cumulatively.

Verbal Warning: A verbal interaction will take place with Western Lodging Staff and student(s) explaining the violation.

Written Warning: A written warning may be issued to the student depending on the severity of the violation and recorded in the student's file.

First Write Up: A meeting will be held with the student to prevent further violations and provide a clear understanding of the housing program expectations.

Second Write Up: A meeting will be held with the student to prevent further violations and provide a clear understanding that anymore violations we be grounds for termination from the housing program and/or the school.

Third Write Up: Student will be terminated from the housing program and/or the school. If the student is terminated from the housing program, the student must follow the Move-Out policy.

TIERED TERMINATION

TIER 1 (Termination from Western Lodging and 3-day suspension from school)

- Alcohol
- Willful destruction of property
- Bullying or threatening (Western Lodging and Western Welding Academy will investigate all cases and may move this incident to tier 2)
- Partying, public disturbance, drunk and/or disorderly conduct

TIER 2 (Termination from housing, 3-day suspension from school or termination from Western Welding Academy)

- Threatening employees and students
- Fighting
- Firearms
- Drugs (with positive drug test or adequate proof of paraphernalia)
- Theft of any kind
- Any involvement with law enforcement where criminal charges were filed.

ALL SUSPENSIONS FROM SCHOOL COUNT TOWARDS TOTAL SCHOOL ABSENCES

The Tier 1 and Tier 2 processes shall involve an investigation procedure conducted by representatives of Western Lodging. Western Welding Academy retains the right to terminate a student's enrollment at its discretion, should the severity of the offense in the student housing program call for such action.

Both Western Lodging and Western Welding Academy shall work in close collaboration in managing tiered terminations, ensuring fair and mutual support throughout the entirety of the process.

Termination: Upon termination from either the school or housing, the student must vacate their assigned housing unit and remove all personal belongings within 24 hours. The terminated student is prohibited from accessing any Western Lodging housing facilities and

is not allowed to be a guest of any housing student. If damage, cleaning, or termination charges exceed the \$1,000 security deposit, additional fees will be due immediately from the terminated student

MOVE IN POLICIES

1. The housing security deposit must be paid by the student or parent/guardian. Payments must be made in full, and all housing documents must be signed and completed. Before receiving access to your assigned unit.
2. Early Move-Ins are not allowed. Students will move into their assigned housing after housing orientation.
3. After moving into your assigned unit, students have 24 hours to complete and submit their Move-In Inspection Form. It is the student's sole responsibility to ensure the form is completed thoroughly and turned in. Failure to complete the form within 24 hours may result in forfeiting the security deposit at move-out inspection.
4. Rooms are inspected for cleanliness and safety before student arrival. However, some issues may be missed. Any missed damage or cleanliness issues should be noted on the student move-in inspection form immediately, and the student should contact student housing.
5. Due to the high volume of students moving into assigned housing units, reports of damage and/or cleaning needs will be prioritized and managed accordingly in a timely manner.

MOVE OUT POLICY

1. All housing students must vacate their assigned housing unit within 24 hours of termination, quitting or graduating. Students must vacate the student housing program once the move-out inspection is completed.
2. All housing students MUST complete a move-out inspection, regardless of whether they are quitting the program, terminated from the program, or graduating. Failure to complete the move-out inspection will result in forfeiture of the security deposit and possible loss of the housing package.
3. Move-out inspections are conducted from Thursday to Friday, 7 AM - 5 PM. Times may vary due to orientation on Fridays.
4. The student MUST be present during the move-out inspection. Housing staff will conduct a physical inspection of the students' assigned unit with the student present. If the student is not present, the security deposit will be forfeited. The student must sign the checkout inspection form and return all keys to housing staff.

5. Ensure that your room and living area are thoroughly cleaned and all belongings are removed before housing staff arrive for the inspection. Failure to be ready will result in a \$110 fine.
6. Western Lodging, at its sole discretion, will charge for damages, cleaning, etc., which will be deducted from your security deposit.
7. Students may appeal charges noted on the move-out inspection form when it is sent to them. Appeals may take up to 30 days for housing staff to review and process.
8. Any personal belongings left in or around the housing unit after vacating will be considered abandoned and disposed of by Western Lodging. Students who do not completely move out by the scheduled checkout date forfeit ownership of any remaining private property. Such property will be packed and moved by housing staff at the student's expense, with a packing fee of \$50 per hour assessed. Additional cleaning fees may also be charged to the student. Any non-operable or abandoned vehicle **WILL BE TOWED** at the end of the students move out inspection at the students expense.
9. Security Deposits Refunds can take up to 30 days to process, which does not include mail delivery time. Security Deposits Refunds cannot and will not be handed out at time of move out.

MAINTENANCE POLICIES

Housing staff may enter a student's unit to perform regularly scheduled maintenance to ensure the safety and soundness of Western Lodging property. All regularly scheduled maintenance will be performed Monday through Friday, from 7:00 AM to 5:00 PM. Including Saturdays and Sundays in emergency situations.

Students are required to report any maintenance and/or repair issues to housing staff immediately by calling or texting the housing line during office hours. Staff will do a follow-up with the students if students are not present in their assigned unit when maintenance is performed.

Any emergent maintenance request needs to be called into the emergency line. Students are not allowed to perform repairs on the housing unit themselves. Some, but not all, examples of after-hour emergencies include:

- Water leak / Flowing onto the floor.
- Central Heat and Air not working.
- Sewer Backup

Be Advised: Internet failure is not an after-hour emergency.

ENTRY/INSPECTION POLICY

STUDENT HOUSING UNIT ENTRY

Western Lodging recognizes and respects the privacy of housing students, however, Western Lodging reserves the right to enter housing units in response to life-threatening, safety-threatening, or health-threatening emergencies and disturbances, as well as to grant access to local law enforcement and fire rescue. Housing staff will enter units for regularly scheduled inspections and/or for maintenance, repairs, or improvements at reasonable or scheduled times. In such cases, housing students will be informed of the entry by announcement or through an inspection form by housing staff. Western Lodging staff will also enter all housing units during Christmas and/or Spring break for scheduled maintenance events.

STUDENT HOUSING INSPECTIONS

When there is reasonable or suspicious cause to believe that a violation of housing rules / policies has occurred or is taking place, housing staff may conduct an unannounced search of the housing unit to determine compliance. Housing staff reserves the right to have local law enforcement / third-party representatives present if necessary. Locked boxes, changed doorknobs, and similar items may be removed or opened if there is suspicion of a safety concern or a violation that warrants such actions.

If students are found to be in violation of any student housing rules / policies and or student housing responsibilities, students are subject to disciplinary actions and/or additional charges/fines at the discretion of Western Lodging

REFUND POLICIES

- Western Lodging will refund all the money paid if the student is not accepted or if the class start date is canceled by Western Welding Academy.
- Students purchased a housing package. The housing package will not be pro-rated if the student graduates early from Western Welding Academy.
- If the student drops out of Western Welding Academy and does not notify Western Lodging of their departure, no refund will be issued.
- No refund will be issued if the student vacates or quits student housing during their training at Western Welding Academy.
- The student must complete a move-out inspection to be eligible for any refund.

If schooling or housing is terminated after the student has entered Western Welding Academy and housing, Western Lodging will retain a percentage of the housing package as specified in the table below. Percentage of schooling PROVIDED (not received): by 10:00 PM Western Lodging will keep this % of the housing cost:

• 1st Friday following start day.	15%
• 10:00 PM, 5th Friday following start day or prior to passing the Stick Plate Cert Test.	30%
• Any notice given after 10:00 PM on the 5th Friday following Start day or after passing Stick Plate Cert Test.	100%

STUDENT ACKNOWLEDGMENT AGREEMENT

By signing below, I acknowledge that I have received the Western Lodging Student Housing Packet and agree to abide by the terms and conditions outlined within the document. I understand and agree to the following:

- I will adhere to all Western Lodging Housing rules/ policies and Student Responsibilities.
- I will respect the rights and privacy of my fellow students and community members.
- I will maintain cleanliness and care for the assigned living space.
- I will promptly report any maintenance issues or concerns to housing staff.
- I understand that failure to comply with Western Lodging rules / policies and student responsibilities may result in disciplinary action and additional charges.
- I understand that Western Lodging may change the rules / policies and student responsibilities at any time and that I will follow all changes that are implemented respectfully. Any updates to the handbook will be posted for the students to view.

Vehicle Plug-In (ONLY FOR ENGINE BLOCK HEATERS)

Do you want to plug your vehicle in? Yes ☐ No ☐

(By checking 'Yes,' the student agrees to the extra vehicle plug-in charge.)

(ANY ELECTRIC VEHICLE, SMART CAR PLUG IN REQUIREMENTS. CONTACT HOUSING STAFF.
(MAY NOT BE ABLE TO ACCOMMODATE.)

Student Name

Parent / Guardian Name

Student Signature Date

Parent / Guardian Signature Date

WHAT YOU NEED TO BRING

All housing units have a couch, fridge, stove, microwave, twin-sized beds, a lockable locker, shower rod, washer / dryer, 1 trash can and 1 broom / dustpan. Basic utilities are included in student housing along with free internet.

YOU WILL NEED TO BRING THE FOLLOWING:

TWIN-SIZED BEDDING

KITCHENWARE: POTS/PANS, PLATES, BOWLS, CUPS, SILVERWARE

TOWELS, BATHROOM TOILETRIES

PAPER TOWELS, TOILET PAPER

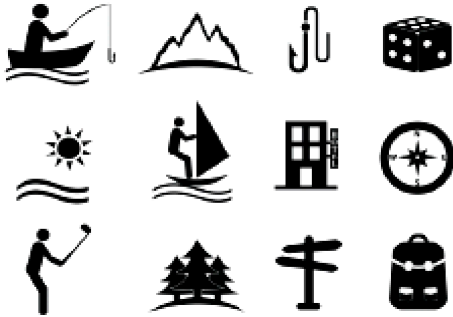
TV (IF WANTED)

TEMPORARY CURTAINS FOR WINDOWS (PREVIOUS STUDENTS ARE KNOWN TO LEAVE CURTAINS)

SHOWER CURTAIN

Housing students are encouraged to bring their own cleaning supplies or purchase them upon checking into student housing. Western Lodging provides cleaning kits, which include a vacuum, Swiffer mop, and cleaning products, on a first-come, first-served basis and availability is not guaranteed. To use a cleaning kit, you must sign it out at the office. You will have 24 hours to return the kit.

SERVICES IN GILLETTE



All Western Welding Academy students receive discounts at various local businesses. (Student ID required to receive discounts)

Local Amenities:

- Grocery Stores:
 - Wal-Mart
 - Albertson's
 - Smith's
 - Don's Supermarket
- Laundromats:
 - Surf n Suds
 - Eastside Laundry
 - Bear's Naturally Clean Dry (wash/fold by the pound)
- Sporting Goods:
 - Rocky Mountain Discount Sports
 - Sportsman's Warehouse (Gillette)
 - Cabela's and Scheels (Rapid City, South Dakota)

THINGS TO DO

Check out <https://visitgillettewright.com/> for events happening in Gillette and the surrounding area. From rodeos, live horse racing, music concerts to car shows, there's something for everyone! We are centrally located between the Big Horn Mountains of Wyoming and the Black Hills of South Dakota. Travel time is approximately 1/2 hours to each.