

Southern Connecticut State University Residence Hall Contract

Circle Fall
Spring
Summer
Intersession

2007 / 2008

Please Print

Student's Name _____

Student ID Number _____

Assigned Residence Hall _____

DOB _____

In signing this contract, each student agrees to all terms and conditions pertaining to the occupancy of a Residence Hall at Southern Connecticut State University. The University has the right to add new rules and regulations as are appropriate to the mission of the university. Read the terms carefully and contact the Office of Residence Life if you have any questions.

Occupancy:

1. All assignments to Residence Halls are made for the entire academic semester or part thereof, and are made on a room and board basis. Residents are responsible for the care and cleaning of their rooms. A resident may not install equipment, make alterations, or make repairs without prior permissions. Non-University loft units and wooden furniture are not permitted. Microwave ovens and other cooking appliances are permitted in utility rooms and kitchens. Illegal items may be confiscated by Residence Life staff.

2. All residents must be full-time matriculated undergraduate or graduate students making satisfactory academic progress in order to reside on campus. Academically dismissed students are automatically dismissed from housing. Part time and non-matriculated students may petition to the Director of Housing and Residence Life for housing needs.

3. Residence Hall and space assignments are made on a space available basis. All spaces are assigned without reference to religion, color, race, ethnicity, age or sexual orientation. Students with severe physical disabilities may request to live in specially-equipped rooms or to have live-in attendants.

4. A student may occupy the space assigned from the date designated for the official opening of the hall through the day of his/her last final examination, but not during the official University recesses. At the end of the semester, a student must vacate his/her space the day of his/her last final, or by the designated time on the last day of final examinations, whichever occurs first.

5. If a student withdraws from the University, s/he must vacate the Residence Hall within 24 hours of the date of withdrawal.

6. Occupancy of any room is limited to the student(s) assigned to that room.

7. A guarantee cannot be made concerning the number of occupants in a room. Standard occupancy levels will be maintained unless emergency conditions prevail. If a vacancy occurs in a room, the

remaining student(s) in that room agree(s) to accept a new occupant to fill the existing vacancy. Failure to comply may result in termination of this contract.

8. The University reserves the right to make changes in space/Residence Hall assignments, and to change or alter living arrangements in its Residence Halls whenever it is deemed necessary. When circumstances warrant, a University Official may make room or hall assignment changes in the interests of the health, safety, and welfare of the individual and community at large. The University reserves the right to use rooms and University furnishings and to require students to remove their personal belongings as needed during official University vacations.

9. Full payment or proper arrangements for full payment of room, board, social fees, and/or any outstanding housing bill must be received prior to moving into a Residence Hall. Nonpayment of stipulated charges and fees by the date due may result in the immediate termination of this contract or the non-renewal of this contract for the following semester.

10. Contingent on payment of all fees and individual judicial records, continuing students have the opportunity to request their Residence Hall upon a space-available basis with the approval of the Office of Residence Life.

11. This contract will go into effect at the time of its signing and terminate at 5:00 p.m. on the last day of a student's last final examination, or the last day of final examinations, when a student checks out correctly, whichever occurs first.

12. Any student whose contract is terminated for disciplinary, academic, financial, health or safety reasons in one Residence Hall/apartment will not be permitted to reside in another Residence Hall/apartment unless permitted by the Director of Residence Life. Any resident terminated for disciplinary reasons from one Residence Hall/apartment will not be permitted visitation into any other Residence Hall/apartment for the term of his/her sanction, unless so determined by the Director of Judicial Affairs.

13. All residents must have meningitis, mumps, measles, and rubella vaccinations on record with the University in order to occupy housing.

Conditions of Occupancy:

1. All students living in a University Residence Hall are subject to the provisions of the University's policies governing student conduct, responsibilities, and discipline. Students are responsible for knowing and observing University regulations and procedures as set forth in official publications. Students must note that as citizens, they are subject to all federal and state laws in addition to all University regulations. Copies of pertinent official University publications are available on the University website or as requested from the respective offices.

2. Students may be referred to the University Judicial Officer for insubordination, disrespect, or noncompliance with a staff person who is performing his/her assigned duties. Termination of the housing contract may be a result of a judicial hearing.

3. Residents are under continuous obligation to be considerate of their fellow students. Inconsiderate, lewd, or obscene behavior, including excessive noise or other Residence Hall violations, will be subject to University discipline. Conduct which endanger the health and safety of others or the safety of property is prohibited.

4. As a University community, Southern deplors acts by individuals and groups that are motivated by hate, prejudice, and ignorance and are directed towards people of different racial, religious, cultural, ethnic backgrounds, sexual orientation, or disabilities. Such actions will be subject to disciplinary proceedings.

5. In accordance with state law, smoking is prohibited in all areas of the Residence Halls. Smoking is only permitted in the provided gazebos adjacent to the residence halls.

6. Representatives of the University are authorized to enter a resident's room to determine occupancy, to inspect its contents for health and safety reasons, and to check for maintenance or make repairs. Routine or random inspections, emergency repairs and/or routine maintenance will be made as needed. Such activities are for the purpose of inspection and maintenance, and repair. A record of activities will be maintained and students may obtain information about work done from the Facilities Department. Resident Advisors will perform bi-weekly room inspections for health and safety purposes. The University reserves the right to remove any item that is in violation of Residence Life policies and local, state, or federal laws. Additional inspection to investigate matters of public safety and/or health, or when clear evidence exists that infractions of established rules may have occurred, may include a search under exigent circumstances, or as otherwise permissible by law.

7. Excessive litter or dirt caused by residents must be cleaned by the residents who are responsible or a damage bill will result. If the responsible individuals cannot be determined, the bill will be applied to all residents that have access to or reside in the floor/building/area in the form of Common/Public Area Damages. The Common/Public Area Damages can be appealed to the Associate Director of Residence Life.

8. The University shall not be liable, directly or indirectly, for loss and/or damage to personal property by fire, theft or water due to any source of water contamination, or any other cause. Every resident is encouraged to hold personal property insurance coverage since the University insurance program is limited to coverage of only University-owned property. You may be covered by your

parent's homeowners policy. Please check into insurance coverage immediately.

9. Personal items stored on campus during a University recess remain at the resident's own risk of loss. Personal items may not be stored in a Residence Hall over the summer. It is understood that the University assumes no responsibility for loss, theft, or damage to personal property. When a student vacates his/her Residence Hall, all personal possessions must be removed. The Residence Hall staff will dispose of any item left behind. A disposal/removal charge will be assessed by the University for removing belongings.

10. When first occupying or vacating an assigned room, the student is responsible for carefully checking the condition of the room and its equipment with a staff member using the forms provided by the Department of Housing and Residence Life. Housing staff in cooperation with the facilities department, will inspect rooms and apartments at the close of an academic semester and year and note damages and deficiencies. Any damages and deficiencies will be reported to the room/apartment and all residents will be assessed a damage bill. Bills will be assessed as needed, or at the end of the academic semester/year. Occupants who wish to contest damages and deficiencies may file an appeal with the Office of Residence Life within 30 days of initial contact or initial attempt.

11. Loss of or damage to property in common areas, which includes the property of and services of contracted University affiliates, is assessed against the entire Residence Hall population, or against the section of the hall if the individual(s) responsible cannot be determined.

12. The damage bill for an individual resident covers the costs of repair or replacement of damaged items on an overtime basis.

13. Each resident is given a room key when s/he initially checks in. Hoot Loot I.D cards allow entry into the Residence Hall by electronic swipe and pin number. Room keys must be returned to staff members when a student vacates the Residence Hall or changes rooms. If the key is not returned, the resident will incur a financial charge for the new key and for a lock replacement. Missing or stolen keys must be reported immediately to the Residence Hall Director, and replacement cost will be charged to the resident.

14. All residents must evacuate the Residence Hall whenever a fire alarm sounds. False alarms and tampering with fire equipment, particularly smoke detectors, is prohibited by state law and violators will be subject to disciplinary action by the University as well as to criminal prosecution and a service charge. This charge will be assessed against all the residents of the hall if the person responsible is not identified.

15. Any threat to the health and safety of residents or damage to property will not be tolerated. The presence, possession and/or use of the following items are prohibited:

- A) combustible materials, such as combustible liquids, tapestry over light fixtures, candles, or incense, black or other colored light bulbs
- B) Air guns, paint ball guns, decorative or dangerous weapons, fireworks, or any other dangerous items
- C) barbecue grills, toaster ovens, extension cords (except UI approved surge protectors)
- D) water beds, weight lifting equipment
- E) official or public signs
- F) alcohol in excess of the following: full or empty six 12 oz cans

of beer, 8 oz of liquor , or 28 oz bottle of wine; Note: You must be 21 years or older

G) air conditioners, electric heaters, refrigerators, and/or microwaves not provided by the University

H) darts and dart boards

I) excess dirt or litter, unsanitary or hazardous conditions, or decoration deemed unsafe by University officials, cooking in any unapproved areas, student rooms except in Schwartz Hall, Brownell Hall kitchen units, and North Campus

J) two way radios (except for use by the university police, fire, medical services, or housing staff.)

K)tracking devices, radio scanners

L) Tart and wax warmers

M) loud musical instruments, e.g., drums, electric guitars, tower amplifiers, etc.

N) Floor lamps with plastic lamp shades

16. The removal of window screens are prohibited.

17. Any acts of reckless endangerment such as fighting, hitting, throwing, or kicking of objects inside a Residence Hall/apartment or throwing of items out of, off of, or up to the Hall are prohibited.

18. Residents intoxicated or appearing intoxicated while in the Residence Halls will be subject to University discipline.

19. All pets except fish (in no more than a ten gallon tank) are prohibited in the Residence Halls/apartments. All specimens from science projects, etc., are prohibited in the Residence Hall/apartments and Connecticut Hall. Under no circumstances are these items allowed within the Residence Hall/apartment and Connecticut Hall.

20. Bicycles, motorcycles, mopeds, and scooters are not permitted in Residence Halls. These items must be stored in designated areas outside each Residence Hall at the student's own risk. Both open bike racks and rentable bike lockers are available for student use. Roller blading and skateboarding within the Residence Halls is prohibited.

21. The use of a webcam to monitor the behavior within a Residence Hall room is not permitted without the written consent from all students in the room.

22. Students are not permitted to use their rooms or facilities in the Residence Halls/apartment for any commercial or illegal purpose.

23. Gambling or games of chance are not permitted in the Residence Halls/apartment or anywhere on campus.

24. Each student is required to attend three resident advisor programs in the residence hall. Failure to meet this requirement may result in the termination of this contract. Any resident who is an active member of Hall Council, ELC, or IRC will be exempt however, failure to maintain active participation in any of those bodies will nullify the exemption.

25. The Reception Desk is the operational center of the Residence Hall. Visitors and guests must register at the reception desk and give the name of the resident they wish to visit. The guest must present (swipe) their Hootloot Card (or scan their driver's license) at the front desk. If the guest has neither a Hootloot nor a driver's license, a passport or other government issued form of picture identification will be accepted. Individuals who do not have an acceptable form of

identification will not be allowed to enter the building. Upon leaving the Residence Hall, the resident must sign (swipe) the visitor out at the reception desk. Students are allowed to have a guest or overnight guest if there are no objections from all roommates. Overnight guests are allowed in the Residence Hall on any night provided that the stay does not exceed beyond two nights per week, a week begins on Sunday and ends on Saturday. Misconduct on the part of any guest or violation of any University or Housing policy are the ultimate responsibility of the host resident. The Residence Halls are open to guests only when the reception desk is in normal operation. Each Residence Hall has established hours and policies pertaining to visitation. Failure to adhere to the sign-in/sign-out system may result in the termination of visitation privileges or termination of this contract. Residence Hall Directors have final approval of all guests. All overnight guests must be 18 years of age or older unless they are an immediate relative of the resident, 16 years or older in age, and a "Hold Harmless Agreement" consent form is provided by the parent/guardian. Baby-sitting in any residence hall is prohibited. When 24-hour quiet hours are in effect, overnight guests will not be allowed in the Residence Halls.

26. Tapping into any of the utility services in the Residence Halls (cable TV, electricity, water, phone boxes, etc.) is strictly prohibited, as is using any electrical equipment that requires more than the standard amount of current.

27. Each Residence Hall establishes a schedule of quiet hours when restrictions on noise are maintained. This is to ensure privacy, to maintain respect of the rights of others, and to encourage an academic environment. During courtesy hours, which cover the remaining hours of the day, excessive noise that disturbs the community is not permitted.

28. The removal of University furniture from resident rooms or common areas is prohibited.

29. Residents are prohibited from placing any decorations or signage in their room windows

30. Residents are prohibited from covering overhanging lighting or fire safety equipment in the residence hall.

31. The resident will follow all policies established by the University concerning alcohol use. The University is obligated to follow state laws concerning the possession and consumption of alcohol. Copies of the University Drug and Alcohol policy are available in each Residence Hall and are also published in the Student Handbook.

32. The basic charge of room or apartment telephone service is included in the Residence Hall fee. Residents wishing to utilize this service must supply their own touch-tone phone.

33. The basic charge for room includes basic digital cable service through Comcast. Residents wishing to purchase expanded or premium services may do so by contacting Comcast. Residents of an individual room will be responsible for any cable charges associated with that room.

34. Students are required to carry a student ID at all times.

35. Bathroom facilities are designated by gender. Any violation of the designated facilities will result in immediate judicial action.

36. Residents and their guests must follow published University Policies, rules, and regulations including Residence Hall regulations and policies pertaining to student organizations and activities, the use of University facilities, and registration procedures.

Residence Hall Fees

Room and board fees are subject to change by the Board of Trustees for the Connecticut State University System whenever such action is necessary.

Residents of Farnham, Chase, Neff, Wilkinson, Hickerson, & West Campus, and the apartments without kitchens in Brownell Hall are required to contract for the board food service plan, which costs \$1,882.00 per semester. Room rates vary with each of these halls according to the number of occupants in each room.

Residents living in the North Campus Residence Complex, Schwartz Hall and Brownell Hall apartments with kitchen facilities are required to purchase a \$300.00 food loot per semester.

Refund Policy

Housing Deposit: Non-Refundable

Balance of Housing Fee: Schedule of refunds is established by the Board to Trustees of the CSU System. For specific refund information, please contact the Department of Residence Life at (203) 392-5870.

The following housing fees are refundable upon full withdrawal from the University:

- 100% Prior to the 1st day of classes
- 60% during the first 2 weeks of classes
- 40% during the 3rd or 4th week of classes
- No refund after the fourth week of classes

Board Fee: Refundable on a prorated basis upon formal withdrawal from the University. Any portion of a week will be counted as a full week when meals are prorated

Termination of Contract

The University may cancel this contract with the resident at any time for violation of University policies governing student conduct, regulation governing the Residence Halls/apartments, for health or community reasons, or for failure to satisfy any of the conditions contained herein.

Cancellation of the contract will result in the loss of campus residence privilege. When a student withdraws from the University, this contract is automatically terminated, except for any financial obligations stipulated above.

In signing this contract, I have read and agreed to all the rules and regulations in the Student Handbook, to all stipulations of this contract, and to all other University rules and regulations.

Signature of Student

Date

Signature of Parent or Guardian

(If under 18 for whom the student is dependent for Federal Income Tax purposes)

Date