

Student ID# _____

Housing Assignment _____

MUSKINGUM UNIVERSITY
HOUSING LICENSE AND FOOD SERVICE PLAN AGREEMENT

STUDENT NAME _____
Last First Middle Initial

I hereby contract with Muskingum University for the following services for the Fall 2016 and Spring 2017 academic year:

Room Type and Cost (Billed Per Semester)

- Super Single \$3865
- Double \$2735
- Single \$3290
- Triple \$2685
- Super Double \$3290
- Quad \$2325

Resident Board Plan (may be subject to change)

- Unlimited per week plus \$50 Dining Dollars per semester
- 19 Meals per week plus \$75 Dining Dollars per semester
- 14 Meals per week plus \$125 Dining Dollars per semester
- 10 Meals per week plus \$175 Dining Dollars per semester

Essential Terms of Housing License Agreement

Period – This agreement shall be in force for the full academic year excluding break periods. This period begins on the official arrival date of the resident prior to the first day of the fall semester and concludes on the last day of the student’s final exam schedule in the spring semester. In the event that a student signs the agreement after the first day of the fall semester, the period instead shall begin on the date a room is made available for occupancy and conclude on the normal final date. The assigned residential complex will be closed when school is not in session. Students are not permitted to remain in University residential facilities during these times without advance permission from the Student Life Office. Students who have not received prior approval to remain in campus housing during breaks may be charged a fine for late departures or early arrivals, as well as a daily charge for the days they stayed (though this option may not be available due to staffing considerations, etc., and/or necessary removal from the premises).

Laundry Facilities – An additional \$162 charge for the year shall be applied for laundry facility use in the residential facilities. These facilities are open only to residential students.

Food Service Plan – Accepting placement in a University residential facility obligates the resident to select a food service plan agreement. Changes in the food service plan must be made by contacting the Student Life Office prior to the end of the add/drop period. Students must have a valid Student ID card to enter the dining facilities and may not remove food from the dining areas unless in an approved “to go” container. Initial: _____

Housing License Agreement Cancellation – This agreement shall be in force for the entire academic year and cannot be terminated or cancelled, assuming the student is enrolled. Additionally, housing license (room) and food service (board) charges will be applied based on the University policy as published in the Academic Catalog (also at: www.muskingum.edu/home/business/StudentBillingInformation.html). If a student signs a Housing License and Food Service Plan Agreement for the academic year and then chooses to break the contract for any reason other than denial of enrollment, the student will be charged a penalty as follows: \$500 before May 31 or \$1500 after June 1. Any exceptions to or appeals from this requirement should be directed to the Vice President of Student Affairs or his/her designee. Initial: _____

Room Assignments & Changes – The Student Life Office retains the exclusive right to make and/or change housing assignments. This agreement is for residential space and does not guarantee a student a specific room or specific roommate(s). Housing license agreements cannot be transferred or sub-let by the resident. Students who assume residency in accommodations other than those assigned will be subject to fines and/or disciplinary action. Student Life reserves the right to use vacant housing space as required. The University reserves the right to consolidate roommates, to change housing assignments, or to terminate this housing license agreement at any time for disciplinary or other appropriate reasons. Initial: _____

Damage or Loss to Personal Property – Prior to, during, and subsequent to the period of this Housing License Agreement, the University has no responsibility for the security or the ongoing condition of a resident’s personal property brought onto the campus or into a residential facility other than to prohibit damage to or theft of such personal property by the willful and intentional act of a University agent. This disclaimer of liability includes any loss or damage to items of personal property that occur on the University’s grounds or parking lots, or in its buildings or storage areas. Initial: _____

Force Majeure – In the event that accommodations are destroyed or otherwise become unavailable, such as by an event of force majeure or act of God, the University will use its best efforts to provide the student with alternate accommodations. In the event no such alternate accommodations can be made available through the University’s reasonable efforts, it may declare this Housing License Agreement terminated and refund to the student a pro-rated amount of the above Room Cost previously paid by the student. All rights and liabilities of the parties with respect to housing shall thereupon cease and be of no further effect. The University reserves the right to also terminate the Food Service Plan provisions of this agreement on the pro-rata refund basis if the residential facility or other building that is so damaged or destroyed is also a dining facility and, after reasonable efforts, the University is unable to provide alternative dining accommodations in its other facilities or elsewhere. *Though optional, the University encourages all students to purchase Renters Insurance to cover their personal belongings while living in campus housing. More information about affordable plans can be found here: www.gradguard.com/school-search* Initial: _____

Student Obligations to Maintain Room and Residential Facility Conditions – At the commencement of the housing period covered by this agreement, the rooming accommodations assigned will be in habitable condition. The rooming accommodations are available in “as is” condition and that condition may not be altered by the student. The student is required to maintain their rooming accommodations in an acceptable, safe, and sanitary condition. The University is not responsible for maintaining the accommodations in an ongoing sanitary condition other than through routine maintenance or custodial services. If the rooming accommodation develops a condition of infestation due to the student’s failure to maintain it in proper sanitary condition, the student may be charged for any costs of fumigation or extermination incurred by the University. Initial: _____

I acknowledge that I have read this entire agreement (including the information on the reverse or attached), I have received answers to any questions I may have had, and I understand that by signing this document, I am entering into a binding housing license and food service plan agreement and agree to adhere to all of the terms and conditions herein stated.

Student/Guardian in Minor Signature Date

Student Life Staff Date

MUSKINGUM UNIVERSITY
HOUSING LICENSE AND FOOD SERVICE PLAN AGREEMENT
(CONTINUED)

Applicable Policies and Procedures

The following is a selected list of policies which are provided for your information and are subject to charge as provided for in the annual online update of the Student Handbook and through its revision procedures therein addressed. The Policies and Procedures provided for through the online Student Handbook shall supersede those herein enumerated. Other policies exist with which student residents are responsible for complying (including, but not limited to- alcohol, drugs/controlled substances, cooking/food preparation, electrical equipment, guests, unauthorized entry, visitation, sanitary conditions, etc. Complete student and residential policy information can be found online here: <http://www.muskingum.edu/campus/secure!studenthandbook.pdf>

Removal from Housing – Continued campus residency is contingent upon maintenance of full time student status and compliance with University policies, procedures, and regulations contained in, but not limited to the Student Handbook. Failure to comply will be considered a breach of this agreement and subject the student to a potential loss of housing privileges. Under those conditions a student is entitled to the hearing procedures outlined in the Student Handbook. However, interim measures up to and including an interim suspension may be applied by the Vice President of Student Affairs or his/her Designee pending said hearing.

Alcohol – Limited quantities of beer or wine are permitted in individual rooms in designated areas by residents of legal age. Ohio's legal drinking age is 21.

Right of Room Entry and Inspection – The University maintains the right to enter student rooms for the purposes of inspection, federally mandated fire drills, maintenance, or repair. In addition, the Vice President of Student Affairs or his/her designee may enter the room to retrieve stolen property, in case of emergency, or if there is knowledge of an alleged violation of University policy.

Room and Facility Conditions – Rooms in each residence hall are minimally furnished with the following for each student: bed, mattress, desk, desk chair, and dresser space. University furnishings may not be removed from the room and each occupant is responsible for loss and damage of room furnishings. The student is responsible for the condition and proper care of the assigned accommodation and associated furnishings and will reimburse the University for all damages sustained to those items. Accommodations are available as is. The University cannot store, replace or supplement accommodations, furnishings and/or equipment on request except in cases of verifiable and documented disabilities where the University is fully committed to making/assisting in providing reasonable accommodations. Personal construction of any kind (i.e. shelves, lofts, platform beds and similar items) is prohibited. The student is required to maintain their accommodation in an acceptable safe, and sanitary condition and to refrain from causing damage to other parts of the building, including the common areas. Residents of a residential facility or sub-section of a facility may be held financially responsible for damages to common areas and equipment (e.g., hallways, lounges, restrooms, etc.), when the student(s) responsible for those damages do not claim responsibility and cannot be identified.

Safety and Security Keys/ID cards – Students are prohibited from duplicating University room keys. Fines will be imposed for key replacement and lock changes resulting from damage to locks and/or loss or improper duplication of keys. Students are responsible for using keys and ID cards in an appropriate manner so as not to endanger the safety or security of individuals or property. Failure to abide by safety and security regulations will be considered a breach of this housing license agreement. See the Student Handbook for details.

Smoking – Smoking is not permitted in any residential facility; this includes e-cigarettes and other alternative smoking devices. This policy pertains to residence halls, townhouses, Lakeside houses, Greek houses, and the Walter K. Chess Center. Smoking is not permitted in common areas (restrooms, hallways, lounges, stairwells, etc.) of the residential complex.

Vacating Room/Check-Out Process – Students are required to check in and out of their rooms with residence hall staff. Students who do not check out of their rooms may be assessed both a daily charge and a fine. Any personal items or property left in a room after a student turns in his/her keys or withdraws from the University will be considered abandoned property. The University will not be responsible for property abandoned in a residential facility after a resident has vacated it.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. (Not all prohibited bases apply to all programs)."

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call/ (BOD) 795-3272 (voice) or (202) 720-6382 (IDD)."