

Housing Agreement

TERMS AND CONDITIONS OF OCCUPANCY

Revised: October 21, 2009

Bloomsburg University of Pennsylvania agrees, when rooms are available, to assign residence hall accommodations to students who are eligible to live on campus. Upon execution of the agreement, the student agrees to abide by all university and residence hall rules and regulations as set forth below and in the Residence Hall Handbook and other university publications. The university houses students without regard to race, creed, age or handicap in compliance with state and federal legislation.

I. ELIGIBILITY

Full-time degree students currently living on campus are eligible to continue living on campus. Commuting students or students who have moved off campus are eligible ONLY on a space available basis. Students required to live elsewhere in order to complete their academic programs (interns, student teachers, co-ops, December graduates) are able to sign up on a one semester basis.

PA state law requires all students residing in campus owned facilities must either have received the meningitis vaccine or signed a waiver based on information concerning the benefits of the vaccine.

II. AGREEMENT TERMS

The housing/food service agreement is binding for the period of one academic year (or remaining portion thereof) and may not be transferred or reassigned. Housing/food service fees do not cover vacation periods when the university is officially closed. Students withdrawing from the university must vacate their rooms within 48 hours.

Students needing continuous 12 month housing to cover the inter-sessions (time between Fall and Spring semesters) will be billed at a weekly rate during that time period. One hall is designated for 12 month housing and students need to be aware that staff and services are limited during inter-sessions. There is no meal service during inter-sessions.

III. FEES/HOUSING DEPOSITS/REFUNDS

Housing and food service fees are approved by the Council of Trustees and may be changed during the agreement period only by action of the Council of Trustees. Payment of fees must be made according to deadline dates indicated on the billing statement.

Students will not be permitted to cancel their residence hall/food service agreement to move off campus or to commute after they have selected a room. Upperclass students who wish to move off campus or commute must obtain the written permission of the Residence Life Office to be released from all housing and food service obligations.

Students who are placed in temporary triples by Residence Life will be eligible for a triple room credit. The credit is calculated up to the date an offer to detriple is made or until one of the students in the triple leaves during the semester. The credit will be applied to any outstanding bills or the next semester fees.

Students who decline the offer to detriple or who are assigned to a former study lounge, suite or quad will be billed at the double room rate. Voluntary triples are charged the double room rate.

The room and board charge will be refunded in accordance with the Federal Refund Policy as follows:

First Week	100%
Second Week	80%
Third Week	60%
Fourth Week	50%
Fifth Week	40%
After the Fifth Week	No Refund

IV. FOOD SERVICE

All residence hall students are required to purchase a meal plan. They may choose Plan A, Plan B, Plan C or Block Plan, all of which include flex dollars. **Only one meal can be obtained in the designated meal period, with the exception of the 275 Block Plan.** The meal plan purchased in the beginning of the semester must be maintained (even if the student moves to upper campus) unless the student officially withdraws from the university. Students may change their choice of meal plan during the first week of the semester ONLY. Other regulations for Dining Services are in the Residence Hall Handbook.

V. ROOM ASSIGNMENTS

The university will not discriminate in room or hall assignment or on the basis of race, color, religion, national origin, ancestry, affectional/sexual orientation, physical disabilities or content observed on social networking sites which include MySpace, Facebook, etc. **Bloomsburg University further recognizes and appreciates the educational value of diversity at the university and does not consider differing backgrounds, races, or religions to be acceptable grounds for honoring room change requests.**

Every effort is made to honor the student's preference to the extent possible. Failure to honor room preferences will not void this agreement.

Current residents must participate in the HOST Process to reserve a room for the Fall/Spring. Residents will be given the opportunity to select rooms for Fall/Spring by paying their housing deposit and following the procedure published and posted by the Residence Life Office.

New students must pay an admission deposit of \$200 which includes reserving space in a residence hall. All freshmen are required to live on campus for their first two semesters, unless they are over 20 years of age or are commuting from the home of their parent(s) or legal guardian(s).

The university reserves the right to alter room assignments, to consolidate vacancies by requiring residents to move when necessary, to show the room and assign a new roommate. When a vacancy occurs in a double room and administrative triples still exist, the student living in the double room will be required to accept a detripled student. Refusal to do so will result in a single room fee being imposed for the remainder of this agreement, or until such time as the student accepts a roommate. Further, the university reserves the right to reassign or remove any student who refuses to consolidate, or for judicial or administrative purposes. **In cases of roommate conflict that cannot be resolved through mediation, it may be necessary for both roommates to present their issues to a Roommate Resolution Team. It will not be the policy of the Residence Life Office to arbitrarily decide which roommate must move from a room in instances involving roommate life-style or personality conflicts. Nor will Residence life move a roommate at the request of the other roommate or their parents.**

The Residence Life Office reserves the right to adjust housing assignments for the purpose of conducting research, alleviating managerial problems, coping with unexpected fluctuations in the male/female ratio on campus or demand for housing. At the beginning of each semester it may be necessary to have triple occupancy in some double rooms.

Unauthorized room changes are not permitted. Any student who changes a room assignment without receiving prior permission from their Graduate Hall Director or from the Office of Residence Life will be charged \$50.00.

Air Conditioned Rooms - A limited number of rooms have been designated for students who request air conditioning for medical reasons. These rooms can only be requested for medical needs and must be supported by a doctor's written rationale indicating that an air conditioned room is a necessity for health reasons and not just merely beneficial.

Air conditioned room requests must be approved by the Student Health Center prior to May 10, 2010 for the next academic year for current students. Requests may not be honored after May 10 except for NEW students who have until June 1 for Summer or June 30 for Fall to be approved. There is an **additional cost of \$150 per year, per student** for this accommodation. This fee is not charged by semester. Therefore, **if you move to a room without air conditioning or decide you no longer need air conditioning at any time throughout the academic year, you will not be refunded any portion of this fee.** New students who request and are approved for an air conditioned room will not be permitted to select their roommate, but will be placed with another student who has requested air conditioned accommodations.

If you are unsure about the need for an air conditioned room and wait until you arrive on campus to see if there is a need it will be too late to make a request at that time.

VI. CONSOLIDATION OF ROOMS

The university will attempt at all times to consolidate rooms with vacancies. If you do not sign up with another student, the university will assign someone to that vacancy or you will be reassigned to an existing vacancy at the university's discretion prior to, or at the beginning of the semester.

Students who find themselves in a double room without a roommate throughout the semester have the following options:

1. To find a roommate of their choosing or to consolidate with a student in the same residence hall who is in a similar situation without a roommate, within 2 weeks.
2. To retain the room as a single by paying the established single room rate, if space permits. Students may not request their room as a single upon assignment of a roommate. All vacancies will be used throughout the semester and may be assigned to a student without notice to the current resident. **There is no option to keep a double room as a single in the event other students are housed in triples or temporary housing.**
NOTE: If a student declines the request to consolidate or to accept another roommate, the student will be charged the single room rate from the date of the refusal. The single room rate is 1.5 times the double room rate.

VII. TELEPHONE & CABLE TV SERVICE

Student telephone service is a part of the system which services the entire university. The installation charge, basic monthly fee (which includes all local calls) and call waiting are covered in the semester room charge. Students desiring phone service must provide the telephone instrument.

Bloomsburg University provides the opportunity to make long distance direct dial calls from student rooms through use of a credit card or calling card. Students are not allowed to accept collect calls and will be billed and face disciplinary action if they do.

Cable TV service and monthly charges are included in the semester room charge.

VIII. CARE AND USE OF RESIDENCE HALL ROOMS AND FACILITIES

University and residence hall regulations are listed in the Pilot and Residence Hall Handbook. Violations of any of these regulations may lead to room reassignment, serious disciplinary action, termination of housing agreement, suspension and/or arrest.

1. Student Room Responsibility - Resident students are responsible for their own conduct and that of their guests. Each resident is responsible for his/her own room, the contents therein, and any activities that would take place in the room. They are also responsible for cleaning their rooms.
2. Damages - Students will be subject to payment for damages to the room and/or its contents. Damages to public areas may be prorated to residents of a hall or any of its subdivisions.
3. Room Furniture - Furniture may not be removed from the student's room without permission from the building's Graduate Hall Director. Beds cannot be taken apart or altered in any way. Lofts, waterbeds and other water filled furniture and non-university bunkbeds are prohibited.
4. Visitation Policy - The Visitation Policy for students living in Bloomsburg University's residence halls has been developed in an effort to balance student privileges with academic demands and the rights of occupants not hosting a guest. It should be noted that visitation on BU's campus is a privilege, not a right. Students violating this privilege or the rights of others may be subject to the loss of some or all visitation privileges up to the loss of campus housing.
 - Visitation for non hall residents and non student guests would begin at 10am and continue until 1am Monday –Thursday.
 - A 24 hour visitation period would begin on Friday morning at 10am and extend until Sunday night/Monday morning at 1am. All non BU student guests need to be registered in advance of their arrival. Hosting students may have extended visitors on no more than 2 weekends per month and prior consent among roommates to host a visitor.
 - Residents of the hall would have a 24 hour/7day per week visitation policy within their own hall. This policy would not extend to visiting other halls in which they do not reside.
 - All student visitors to a residence hall where they do not reside must gain access from a host of the building. All non BU students' visitors/guests must be escorted while in the hall by a BU host.
 - All weekend visitation guests must be signed in/recorded 24 hours in advance of their arrival through the Guest Registration sign-up available online. Failure to do so will result in disciplinary action, the outcome of which can include loss of visitation privileges for a designated period of time.
 - It is expected that residents will follow all visitation policies. Failure to comply with any part of the visitation policy by the host/violator will result in sanctioning through the university judicial system and may be subject to the loss of visitation privileges. Hosts are always responsible for the actions of his/her guest(s).
 - All visitation within a student's room must have prior knowledge and consent by all occupants of the room. Occupant(s) of the room not hosting the guest will in all cases have the right to refuse any guest to the room. It is highly recommended that roommates discuss in advance what their visitation agreement for the room will be. Staff will assist roommates during the first week of school on the rights/privileges and limitations related to campus visitation and appropriate behavior when hosting guests. These guidelines will be used when completing a Roommate Agreement.
5. Room Inspection/Searches - University officials reserve the right to enter a residence hall student room in the interests of the welfare of the individual or the institution for the performance of maintenance, or the enforcement of university regulations. Except under extreme emergency circumstances, premises occupied by students and the personal possessions of students therein shall not be searched unless the appropriate authorization from university officials has been obtained.
6. Electrical Appliances - The operation and maintenance of electrical appliances are the full responsibility of the student. Only one television and only one refrigerator per room are

permitted. Specifications for refrigerators and televisions are as follows:

Refrigerators: Capacity - three (3) cubic feet

Televisions: Power Input - 120 volts

Use of other electrical devices such as DVD/VCRs, stereos, CD players, hair dryers and personal computers are permitted, providing such devices are plugged within the room and do not exceed the amperage limits of the circuits within the rooms. All electrical appliances must be kept in good working condition and are subject to inspection by university employees. The university also reserves the right to confiscate unauthorized or dangerous electrical appliances.

OCTOPUS-TYPE ELECTRIC PLUGS, HALOGEN LIGHTS AND MICROWAVE OVENS ARE NOT PERMITTED.

7. Food Storage and Preparation - Fire safety requirements prohibit cooking in student rooms (except for MicroFridges). Cooking must be done in kitchen areas or other designated areas. Residents who store food in their rooms do so at their own risk. All food must be kept in tightly closed containers and must be removed during periods when the residence halls are closed to insure effective pest control.
8. Animals - No animals or pets, including laboratory specimens, are permitted in the residence halls with the exception of tropical fish.
9. Weightlifting - Equipment may only be used in designated areas.
10. Sales/Solicitation/ Commercial Activity - Solicitors and tradesmen - including students and employees assuming an entrepreneurial role - are prohibited from entering the grounds for the purpose of transacting business with members of the university community. See the Residence Hall Handbook for more details.
11. All residence hall facilities are Non-smoking.

IX. FIRE SAFETY

Since the potential danger posed to the residence community by fire is so severe, any resident identified as igniting any facility, furnishings, equipment, interfering with fire officials, interfering or tampering with a fire alarm system or safety equipment or placing false alarms will be subject to arrest, fines, and/or disciplinary action as well as termination of the Residence Hall Agreement. All residents are required to participate in fire drills. Evacuation of the building by all residents is required immediately after the fire alarm sounds. Failure to evacuate will result in fines and disciplinary action.

The storage of explosive or flammable substances within any residence hall is strictly prohibited. In addition, the use of other flaming articles, including incense and candles is prohibited.

The transfer, use, or possession of explosives, fireworks, firearms, dangerous chemicals, or any lethal weapons on university property is prohibited. Campus students must register hunting equipment for storage in the University Police Office. This includes ammunition, knives, and arrows related to such equipment.

X. SAFETY AND SECURITY

All residence halls are locked 24 hours a day, 7 days a week. Resident students must carry their BU ID card to gain access into their residence hall. Visitation procedures will be in effect for individual halls to maintain safety and security.

All non-residents and guests must call their host from the lobby phone in order to gain entrance into a residence hall. Guests must be registered with Residence Life and escorted at all times and may only enter and exit through the main doors of the hall. Failure to comply with visitation procedures will result in disciplinary action as outlined in the Student Code of Conduct.

XI. LIABILITY

The university assumes no LEGAL RESPONSIBILITY for accidents or injuries incurred by students falling from beds or ladders in rooms where they have loft beds or have chosen to bunk their beds.

The university assumes no LEGAL RESPONSIBILITY for the loss of or damage to personal property due to insufficient or excessive heat, fire, smoke, water, the elements or actions of third persons. Therefore, **students are strongly encouraged to take computers, TVs, stereos, etc.**

home over semester breaks to avoid potential damage. Residents should carry insurance protection for their personal belongings.

XII. TERMINATION

The university may terminate the Residence Hall/Food Service Agreement for violations of any of the provisions herein, for violations of university regulations, residence hall rules and regulations, health or for any other reason deemed sufficient by university officials. Resident students whose agreements are terminated may be ordered to vacate their rooms within 48 hours of notification.

THE EXECUTION OF THIS AGREEMENT REQUIRES THAT BEFORE REGISTRATION, THE STUDENT MUST HAVE SATISFIED ALL OUTSTANDING OBLIGATIONS TO THE UNIVERSITY FROM PRIOR PERIODS OF ATTENDANCE INCLUDING BASIC ADMISSIONS, HOUSING, AND FOOD SERVICE FEES.

I have read the above terms and conditions.