

Roommate Expectation Form (REF)

Office of Housing and Residential Life • Division of Student Affairs
83 Windham Street Willimantic, Connecticut 06226-2211 • (860)465-5297

Names: _____

Date: _____ Residence Hall: _____ Suite/ Room # _____

Studying / Sleeping

1. Study days & times where the room will be kept quiet: _____

2. During study times:

Phone	OK	Ask	Not OK
TV	OK	Ask	Not OK
Music	OK	Ask	Not OK
Guests	OK	Ask	Not OK

3. Where will studying take place (i.e. bedroom, common space, living room): _____

4. Are there times when we will keep the room quite for sleeping? _____

5. During sleep times:

Phone	OK	Ask	Not OK
TV	OK	Ask	Not OK
Music	OK	Ask	Not OK
Lights	OK	Ask	Not OK

Guests / Overnight Guests

1. How often can daytime guests come/ how long can they stay? _____

2. When can overnight guests visit?

Weekends only *Weekdays* *other* _____

3. How much notice should be given when having an overnight guest? _____

4. Where do guests sleep? _____

5. Guests may use:

Bed:	Always	Ask	Never
Desk:	Always	Ask	Never
Food:	Always	Ask	Never
Supplies:	Always	Ask	Never

Cleaning

1. Who is responsible for cleaning and how often will it be cleaned?

Daily *Weekly* *Monthly*

Space	Daily/ Weekly/ Monthly	Who?
Bedroom		
Common Area		
Bathroom		
Shower		
Kitchen		
Dishes		
Trash		
Floors		
Other		

2. Is there anything else that should be cleaned on a regular basis? _____

3. Who is responsible for cleaning supplies? Will we share the expense? _____

Sharing

1. Is it ok for roommates to use each other's:

Bed:	Always	Ask	Never
Desk:	Always	Ask	Never
Clothes:	Always	Ask	Never
Food:	Always	Ask	Never
Toiletries:	Always	Ask	Never
Supplies:	Always	Ask	Never
Electronics:	Always	Ask	Never

2. Who is responsible for purchasing groceries for the room / suite? Are we dividing the cost for commonly shared items? _____

3. What behaviors annoy folk and what alternatives may help? _____

4. Agreements that we have reached, not covered in other sections of this document (e.g. personal hygiene habits). _____

Communication

1. How will we communicate? _____

2. How will we approach each other if we have a concern, including, but not limited to violations of this agreement? _____

Housing Contract Policies: (For the entire housing contract, please visit <https://www.easternct.edu/housing/forms-documents/housing-contract.html>)

- *A goal of the University is to preserve the health and safety of the resident while maintaining an environment that facilitates safety and scholarship. With this in mind, at times it may be necessary for University staff to enter a student’s room, or for University staff to escort non-University personnel to an apartment or residence hall room. Reasonable efforts shall be made to notify the resident(s) in advance of any entry.*
- *A guest is a person not assigned to the room/suite/ apartment. Residents are permitted to have no more than two non-overnight guests at a time and must follow the agreement made by all roommates in reference to non-overnight guests on the Roommate Expectation Form. A guest may stay overnight for no more than two nights in a seven day period. Misconduct on the part of any guest or violation of any University or Housing policy is the ultimate responsibility of the host resident. All visitors must be escorted at all times by their host resident. Unescorted guests will be removed from the building/campus, and the host resident will be subject to disciplinary action. All guests are required to have a valid picture ID, limited to a driver’s license, state ID, passport, or Eastern ID. No other forms of ID are accepted. All non-residents must sign in and out at the reception desk during the designated times. Failure to adhere to the sign in/sign out system may result in termination of visitation privileges or termination of this contract. The Hall Director has final approval of all guests. Overnight guests are visitors present in the building between the hours of midnight and 9 a.m. All overnight guests must be 16 years or older. Guests under 18 years must have parental approval a minimum of two business days in advance, which is subject to verification using University provided forms.*

Our signatures indicate that we have discussed this agreement and agree to abide by our mutual decisions. We understand that we are responsible for:

- *The actions of our guests;*
- *Maintaining a safe and clean living environment;*
- *Treating each other with respect;*
- *Resolving conflicts in a mature and productive manner;*
- *Seeking help from a Resident Assistant if we cannot resolve our concern;*
- *Cooperating with our neighbors regarding community standards, noise, and upkeep of common areas.*

Roommate: _____
 Roommate: _____
 Roommate: _____
 Roommate: _____
 Roommate: _____