In paying a housing deposit, submitting a housing application and/or receiving a housing assignment, each student agrees to accept all terms and conditions pertaining to the occupancy of a residence hall at Eastern Connecticut State University. Students should read the terms carefully and contact the Office of Housing & Residential Life if they have any questions. Copies of the contract can be found in the Residential Life Handbook and on the Housing & Residential Life website: www.easternct.edu/housing. The Student Handbook is available at www.easternct.edu/studentaffairs/student-handbook/.

### Housing Contract

**Office of Housing & Residential Life • Division of Student Affairs**

83 Windham Street • Willimantic, Connecticut 06226-2211 • (860) 465-5297

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**OCCUPANCY**

1. All assignments to residence halls are made for the entire academic year (fall/spring) or part thereof, and are made on a room and board (where applicable) basis.
2. All residents are assigned individually (married couples cannot be accommodated). Only full time (minimum of 12 credits) undergraduate students with satisfactory academic progress are eligible to live on campus unless other provisions are approved by the Housing Office. Part-time and graduate students may be assigned on a space-available basis.
3. Any student with a cumulative grade point average under 2.00 must be an active participant in a stipulated program will result in the termination of this contract. Academically dismissed students may be automatically released as long as their cancellation request is received by June 30. Students who are released will forfeit their housing deposit.
4. Residence hall and space assignments for all students are made on a space available basis. All spaces are assigned without reference to religion, color, race, age, or sexual orientation. Students with physical disabilities may be required to live in handicap accessible rooms or to have live-in attendants. Students assigned to a handicap accessible room that do not have a specific need for such a room will be required to relocate to a non-handicap accessible room as needed. All students with a disability are required to be registered with the Office of Accessibility Services prior to requesting accommodations. Reasonable notification is required.
5. Each residence hall has a student-run Residence Hall Association. All residents will have input into programs through open floor and hall meetings, floor representatives, and service on committees. A $40.00 annual social fee for purpose of programming by the hall social organizations will be billed to the student account.
6. This contract is valid for one academic year and is valid for all residential areas. Continued residence is not guaranteed for future semesters. Any student whose contract has not been renewed may appeal this decision in writing to the Director of Housing and Residential Life within 30 days of initial notification. Students may terminate this contract and withdraw from Housing according to published University policy.
7. 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 official University recesses. At the end of the Fall and Spring semesters, a student must vacate his/her space within 24 hours of his/her last final, or by the closing date/time for the residence halls, whichever occurs first.
8. If a student withdraws from the University, he/she must vacate the residence hall within 24 hours of the date of withdrawal.
9. Occupancy of any room is limited to those students assigned to that room.
10. A guarantee cannot be made concerning the number of students assigned to a room. Standard occupancy levels are determined in accordance with conditions prevalent. If a vacancy occurs in a room, the remaining student(s) in that room agree to accept a new occupant(s) to fill their vacated space. Failure to comply may result in termination of this contract.
11. The University reserves the right to make changes in residence hall assignments whenever it is deemed necessary. When circumstances warrant, professional staff may make a room or hall assignment change in the interest of the health, safety, and welfare of the individual and community at large. The University reserves the right to use rooms and furnishings as needed during official University recess.
12. Full payments, or proper arrangements for full payment of room, board, social fees, and any other outstanding University bills, must be received prior to moving into a residence hall. Non-payment of stipulated fees, (e.g. damage bills) may result in the immediate termination of this contract or the non-renewal of this contract for the following semester.
13. Termination will go into effect upon applying to and being assigned to housing and terminate when a student checks out or when residence halls close at the end of the spring semester, whichever occurs first.
14. Any student whose contract is terminated for disciplinary, academic, financial, health or safety reasons in one residence hall will not be allowed to reside in another residence hall unless approved by the Vice President for Student Affairs or his/her designee. Any resident whose housing contract is terminated for disciplinary reasons from one residence hall will not be allowed to visitation into any other residence hall for the term of his/her sanction, unless so determined by the Vice President for Student Affairs for his/her designee.
15. Any student terminated from a residence hall for disciplinary reasons shall not be issued a refund of any Housing fees.
16. The winter session housing residence hall to be used each year must be vacated by students for the winter session. All belongings must be removed during this time. You will be notified in advance if your residence hall is used for winter session housing.

### CONDITIONS OF OCCUPANCY

1. All students living in a University residence hall are subject to and are provided with the University's policies governing student conduct and discipline. Students are responsible for knowing and observing the University's 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 governing student conduct and discipline. Copies of pertinent official University publications are available on-line.
2. The University reserves the right to terminate a resident's contract for insubordination, disrespect, or non-compliance with a University staff person who is performing his/her assigned duties. Making false statements to a University official is not permitted. Failure to comply may result in termination of this contract. Professional housing staff may deem it necessary to call a mandatory meeting to discuss issues and concerns as needed. It is a requirement of all students to attend these meetings. Access to the residence halls will be disabled for failure to attend or respond to requests for meetings with the Vice President for Student Affairs, Dean of Students, Judicial Officer, or any University official.
3. Residents have an obligation to be considerate of their fellow students. Respecting one's privacy is a consideration that must be maintained at all times. Use of video or voice recording devices without one's knowledge is prohibited. Inconsiderate, loud, or obscene behavior including excessive noise on other residence hall violations will be subject to review by the appropriate University staff member. Conduct which endangers the property or the health and safety of oneself or others is prohibited.

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**Student Name**

**Signature**

**Residence Hall & Room**

**Student ID #**

**Date**

- **e-mail** is the department's primary mode of communication on housing related matters. All residents must maintain an Eastern e-mail account and check it regularly.
- Housing deposits are non-refundable per Connecticut State University System Board of Regents policy. Housing is not guaranteed.
- **REFUND POLICY FOR WITHDRAWAL FROM THE UNIVERSITY**
  - Housing fees only
  - 100 percent prior to the first day of classes
  - 90 percent during the first week
  - 60 percent during the second week
  - 40 percent during the third and fourth weeks
  - No refunds after the fourth week of classes
- **HOUSING CANCELLATION POLICY**
  - The Housing Contract is an annual contract that covers the fall and spring semesters.
  - Students wishing to cancel the housing contract will be automatically released as long as their cancellation request is received by June 30. Students who are released will forfeit their housing deposit.
  - Students who wish to new housing for the spring semester and wishes to cancel their housing contract will be automatically released as long as their cancellation request is received by December 1. Students who are released will forfeit their housing deposit.
  - Students who wish to have their housing contract after the deadlines will be automatically released if they are officially withdrawing from the university, graduating, participating in student teaching or internship that reduces or eliminates the need for housing (the experience must be closer to the home/ off-campus address than it is to campus) or studying abroad. An automatic housing contract cancellation request form must be submitted.
  - Students who wish to cancel their housing contract after the deadlines will be automatically released if they are officially withdrawing from the university, graduating, participating in student teaching or internship that reduces or eliminates the need for housing (the experience must be closer to the home/ off-campus address than it is to campus) or studying abroad. An automatic housing contract cancellation request form must be submitted.
- **All Residential Facilities are smoke free by CT state law.**
- **All residents must have meningitis, mumps, measles, and rubella vaccinations in order to occupy housing. You will not be allowed to move in until you have provided certified proof validated by Eastern's Health Services Office.
- **Students who are transported to a medical facility due to a mental health reason are required to meet with the Dean of Students the next business day. When a student is transported, University staff must notify the person the student listed as the emergency contact.
- **The University may cancel this contract with the student at any time for violation of University policies governing student conduct, regulations governing residence halls, for failure to meet financial obligations, or for failure to satisfy any conditions contained herein.
- **Cancellation of the contract will result in the loss of campus residence privileges. When a student withdraws from the University, the contract is automatically terminated except for financial obligations.
- **To be eligible for housing, a housing deposit is due by established deadlines and a housing application must be submitted in order to receive and/or select a housing assignment.

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**CONDITION OF OCCUPANCY**

1. Residents have an obligation to be considerate of their fellow students. Respecting one's privacy is a consideration that must be maintained at all times. Use of video or voice recording devices without one's knowledge is prohibited. Inconsiderate, loud, or obscene behavior including excessive noise on other residence hall violations will be subject to review by the appropriate University staff member. Conduct which endangers the property or the health and safety of oneself or others is prohibited.
Upon vacating a room during any scheduled recess period and tear of the individual rooms and building as a whole. All residents in a residence hall assume a community responsibility to maintain a clean and in good condition, including but not limited to all rooms and common spaces. Any vandalism or damage done to any part of the building proportionately divided amongst all students that live in the building, floor, or who have access to the area unless the resident responsible for the damage can be identified. The University will not be responsible for any damage not caused by the resident. All hall's Residence Hall Association will discuss all common area damage and work to resolve any issues. The University will not be held responsible for any damage that requires more than normal amounts of current. The University will not be responsible for damage or loss of any personal property caused by negligence of the student.

15. Any student vacating a room during any scheduled recess period or at the end of a semester, residents must remove all belongings and clear out the room. All remaining items will be discarded.

16. The University assumes no responsibility for the loss, theft, or damage to personal property. Residents are responsible for securing their personal property located in the residence hall. The student is encouraged to purchase appropriate insurance. When a resident vacates his/her residence hall, all personal possessions must be removed. Unclaimed personal items that are not claimed by the end of the semester will be discarded.

17. Personal items stored during University recesses may be searched and removed if they are not university provided and/ or are prohibited items. Personal items must be removed from a residence hall over the summer. The University will dispose of any items left behind.

18. Personal items stored during University recesses may be searched and removed if they are not university provided and/ or are prohibited items. Personal items must be removed from a residence hall over the summer. The University will dispose of any items left behind.

19. The university reserves the right to make repairs without prior permission. Lofting of furniture must remain in its location and remain assembled. Beds will not be removed/unbolted, etc. University provided furniture must remain in its location and remain assembled.

20. Microwave and toaster ovens and other cooking appliances are prohibited in all residence halls. Bike racks are available for the students' use in some residence halls.

21. Each student is permitted to have no more than two unaccompanied guests, with the host resident's permission, at a time. 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, such as a University ID, passport, or Eastern ID. No other university ID's are accepted. All non-residents must sign in and out at the front desk, and all guests must be subject to adhere to the sign in/sign out system in order to 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 vacate the residence hall/campus by 9 a.m. unless they are an immediate relative of the resident and the under relative has written parental approval a minimum of two business days in advance of guest visit. The hall director reserves the right to verify using University provided forms. The under immediate relative may not be less than 16 years of age. The alcohol policy are available in the Student Handbook. All residence halls are alcohol free. Drinking games,including but not limited to beer pong, flip cup, quarters, etc. are not permitted.

22. All students assigned to Burnap, Burt, Crandall, Winn, Constitution, Niejadlik, Mead and Occum first floor rooms and second floors, regardless of the building, are required to participate in the Silver Meal Plan. All first-year students assigned to any other residence hall are required to participate in the Silver Meal Plan.

23. All residential halls are smoke free by Connecticut State Law. Smoking is prohibited within 40 feet of the entrance to any university owned building, including but not limited to smoking tobacco, cigarettes, e-cigarettes, medical marijuana and smokeless tobacco products is strictly prohibited from the community areas and all interior spaces of the residence halls.

24. Student residents must be current on their Eastern ID and room keys at all times. Winter session and summer housing fees are established per the student's status. All students who have paid all fees in full prior to move in. All students who apply and are accepted to stay for winter session or summer session must pay all fees in full prior to move in to the residence halls. Failure to meet any of the housing requirements will result in the immediate termination of the resident's contract. Bathrooms on the floors of traditional residence halls are designated by gender. Any violation of the designated facilities will result in immediate disciplinary action.

25. All students and their guests are required to follow published University policies, rules, and regulations including all Residential Life policies noted in the Resident (Hall) Handbook and posted from the Student Handbook. Offensive or disorderly conduct which causes interference or disturbance of any kind, including but not limited to, promoting, receiving wages for mongering or gambling for illegal purposes, in the residence halls, on University premises is prohibited.