In paying a non-refundable 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 on the Housing & Residential Life website: www.easternct.edu/housing. The Student Handbook is available at www.easternct.edu/studentaffairs/student-handbook.

Student Name ____________________________  Residence Hall & Room ____________________________  www.easternct.edu/studentaffairs/student-handbook

STUDENT AFFAIRS
DEPARTMENT OF STUDENT AFFAIRS

If a student withdraws from the University, he/she must vacate the residence hall within 24 hours of the date of withdrawal.

Occupy all assignments to residence halls are made for the entire academic year (fall/spring) or part thereof, and are made on a room-by-room (where applicable) basis.

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.

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 hospital or other medical facility must notify the person the student listed as the emergency contact.

In paying a non-refundable 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 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 06226-2221 • (860) 465-5297

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 the student(s) assigned to that room. A guest is defined as any person not assigned to the room or suite/apartment.

10. A guarantee cannot be made concerning the number of students assigned to a room. Standard occupancy levels will remain unless emergency conditions prevail. If a vacancy occurs in a room, the remaining students in that room agree to accept a new occupant(s) to fill the existing vacancy. Failure to comply may result in termination of this contract.

11. The University reserves the right to change room 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 payment, or proper arrangements for full payment of room, board, and 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. This contract will go into effect upon being assigned from the closing date/time for the residence halls, 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 may not be allowed 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.

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 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 responsibility. 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 those meetings. Access to the residence halls will be disabled for failure to attend or respond to requests for meetings with the Vice President of 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 or 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.

4. 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 those meetings. Access to the residence halls will be disabled for failure to attend or respond to requests for meetings with the Vice President of Student Affairs, Dean of Students, Judicial Officer, or any University official.

5. 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 or 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.
The University recognizes the need for a balance between its right to maintain an orderly educational and residential environment and the rights of the residents to privacy. A goal of the University is to protect the health and safety of the resident while maintaining an environment that facilitates learning. To achieve this goal, 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 student’s room shall not be entered without consent by (a) repairs, maintenance, building systems and building support inspections, facility improvements; (b) recovery of University-State-owned property not authorized for use in the living space; (c) fire, health and safety, and cleanliness inspections made periodically, as well as at hall closing/vacation periods; (d) when there is reliable information that an emergency exists requiring entry to a room to save life, health, or property; (e) to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life; (f) when there is reliable information that a University policy is being violated; (g) entries and searches conducted by authorized law enforcement officials under circumstances authorized by law. 

5. A resident may not install equipment, make alterations, or make repairs without prior permission. Lifting of furniture is not permitted. Bed risers can be used to a height that allows University-owned/provided furniture cannot be removed from the room/suite/apartment and must remain assembled. Beds will not be bunked/unbunked by University Staff. All provided furniture must remain in its location and remain assembled.

6. Microwave and toaster ovens and other cooking appliances are prohibited in the residence halls. Only one High Rise, Low Rise and Shaffer cooking areas. Kettles are permitted in all halls. Microwaves are allowed in the dormitories only in common areas and not in individual student bedrooms. Microwaves and other cooking appliances are prohibited from all other residence halls, including university-provided dormitories. Prohibited items and personal belongings will be confiscated by residence life staff. Confiscated items that are not claimed by the end of the semester will be disposed of.

7. The University assumes no responsibility for the loss, theft, or damage to personal property. Residents are responsible for maintaining a safe environment located on-campus and are encouraged to obtain appropriate insurance.

8. Personal items stored during winter recess remain on campus in the spring will not be responsible for the damage or loss of any personal property caused by the negligence of any student or employee of the University.

9. When first occupying or vacating an assigned room

10. When vacating a room during any scheduled recess

11. Upon vacating the building, any scheduled recess period or at the end of a semester, residents must remove all belongings (end of year only), emty trash, sweep and mop the floor, replace all locks and deadlocks, lock all doors and windows, and sign a provisional check-out form from the hall staff. Final room damage and common area damage assessments will be made by the Hall Director after all residents have officially vacated the residence hall. If two or more students occupy a room where damage has been done, each individual is liable for a pro rata amount of the damage, unless the responsibility is voluntarily assumed by one of the occupants. Occupants who wish to contest room damage deficiencies should contact the Office of Residential Life, or file an appeal with the Office of Housing and Residential Life within 15 days of notification.

12. The University holds each student responsible for the loss, theft, or damage to personal property inside any residence hall 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 student’s room shall not be entered without consent by (a) repairs, maintenance, building systems and building support inspections, facility improvements; (b) recovery of University-State-owned property not authorized for use in the living space; (c) fire, health and safety, and cleanliness inspections made periodically, as well as at hall closing/vacation periods; (d) when there is reliable information that an emergency exists requiring entry to a room to save life, health, or property; (e) to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life; (f) when there is reliable information that a University policy is being violated; (g) entries and searches conducted by authorized law enforcement officials under circumstances authorized by law.

13. Each resident is given front door keys, room keys and a mailbox key/combo as appropriate when he/she should be checked in. Room keys must be submitted to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life.

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16. Microwaves and toaster ovens and other cooking appliances are prohibited in the residence halls. Only one High Rise, Low Rise and Shaffer cooking areas. Kettles are permitted in all halls. Microwaves are allowed in the dormitories only in common areas and not in individual student bedrooms. Microwaves and other cooking appliances are prohibited from all other residence halls, including university-provided dormitories. Prohibited items and personal belongings will be confiscated by residence life staff. Confiscated items that are not claimed by the end of the semester will be disposed of.

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18. Personal items stored during winter recess remain on campus in the spring will not be responsible for the damage or loss of any personal property caused by the negligence of any student or employee of the University.

19. When first occupying or vacating an assigned room

20. When vacating a room during any scheduled recess

21. 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 procedures for guests visiting the residence hall. Residents are solely responsible for any overnight guest or violation of the Guest Policy.

22. When first occupying or vacating an assigned room

23. At the expiration of the housing contract and/or upon vacating a room during any scheduled recess

24. Personal items stored during winter recess remain on campus in the spring will not be responsible for the damage or loss of any personal property caused by the negligence of any student or employee of the University.

25. Any resident may not install equipment, make alterations, or make repairs without prior permission. Lifting of furniture is not permitted. Bed risers can be used to a height that allows University-owned/provided furniture cannot be removed from the room/suite/apartment and must remain assembled. Beds will not be bunked/unbunked by University Staff. All provided furniture must remain in its location and remain assembled.

26. Microwave and toaster ovens and other cooking appliances are prohibited in the residence halls. Only one High Rise, Low Rise and Shaffer cooking areas. Kettles are permitted in all halls. Microwaves are allowed in the dormitories only in common areas and not in individual student bedrooms. Microwaves and other cooking appliances are prohibited from all other residence halls, including university-provided dormitories. Prohibited items and personal belongings will be confiscated by residence life staff. Confiscated items that are not claimed by the end of the semester will be disposed of.

27. The University recognizes the need for a balance between its right to maintain an orderly educational and residential environment and the rights of the residents to privacy. A goal of the University is to protect the health and safety of the resident while maintaining an environment that facilitates learning. To achieve this goal, 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 student’s room shall not be entered without consent by (a) repairs, maintenance, building systems and building support inspections, facility improvements; (b) recovery of University-State-owned property not authorized for use in the living space; (c) fire, health and safety, and cleanliness inspections made periodically, as well as at hall closing/vacation periods; (d) when there is reliable information that an emergency exists requiring entry to a room to save life, health, or property; (e) to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life; (f) when there is reliable information that a University policy is being violated; (g) entries and searches conducted by authorized law enforcement officials under circumstances authorized by law.

28. Each resident is given front door keys, room keys and a mailbox key/combo as appropriate when he/she should be checked in. Room keys must be submitted to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life.

29. Winter session and summer housing fees are established prior to the start of each session. Residents must be enrolled in classes or be a student employee during the sessions. All winter session and summer students must apply for each session and have paid all fees in full prior to move in. All students who apply and are accepted to stay for winter session or summer housing must move to the designated winter session and summer housing.

30. Offensive or disorderly conduct which causes interference, annoyance or alarm or recklessly creates a risk thereof at any event, activity or some other place shall be subject to non-overnight guests on the Residence Expectation Form. A guest may stay overnight for no more than two non-overnight guests at a time and must follow procedures for guests visiting the residence hall. Residents are solely responsible for any overnight guest or violation of the Guest Policy.

31. When first occupying or vacating an assigned room

32. The University recognizes the need for a balance between its right to maintain an orderly educational and residential environment and the rights of the residents to privacy. A goal of the University is to protect the health and safety of the resident while maintaining an environment that facilitates learning. To achieve this goal, 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 student’s room shall not be entered without consent by (a) repairs, maintenance, building systems and building support inspections, facility improvements; (b) recovery of University-State-owned property not authorized for use in the living space; (c) fire, health and safety, and cleanliness inspections made periodically, as well as at hall closing/vacation periods; (d) when there is reliable information that an emergency exists requiring entry to a room to save life, health, or property; (e) to staff members who work in the residence halls to check the condition of the room and its equipment with a staff member, using forms provided by the Office of Residential Life; (f) when there is reliable information that a University policy is being violated; (g) entries and searches conducted by authorized law enforcement officials under circumstances authorized by law.

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38. Bathrooms on the floors of traditional residence halls are designated by gender. Any violation of the designated facilities will result in immediate disciplinary action.

39. All residents are required to follow all University policies regarding computer and network usage and do not constitute a reportable incident of inappropriate material as found in the Student Handbook.

40. Residents are required to follow all University policies regarding computer and network usage and do not constitute a reportable incident of inappropriate material as found in the Student Handbook.