

AU SUMMER Term 2018 • SUMMER HOUSING CONTRACT

AU Banner ID #: _____

Summer Housing is available on campus from 2:00 PM on Sunday, May 13 through noon on Saturday, August 4, 2018. **This form must be submitted at least 4 weeks prior to the start of classes.** (Please keep a copy of the completed form, for your records.) There is no meal plan available for Summer Term I (May 14-June 22) however a limited meal plan is available for Summer Term II (June 25-August 3). Contact the Office of Residence Life at 607-871-2186 for details.

Student Name: _____
Last First MI

Home Address: _____
Street City State Zip

Phone: _____ Email: _____
Cell Home

DOB: _____ Gender: _____

If you are currently an AU student, what is your class status? _____ Fr _____ So _____ Jr _____ Sr _____ Grad

If an AU student, do you currently live on campus? _____ Yes _____ No

If yes, please indicate current on-campus housing: _____
Hall / Apartment / Suite Room/Suite/Apartment #

List Summer Course(s) you intend to take (include dates): _____

INDICATE DESIRED HOUSING OPTION: (Prices indicated are **per person**, for housing in a residence hall)

_____ Summer Term I – Six Weeks - \$760 _____ Summer Term II – Six Weeks - \$760 _____ Four-Week Rate - \$505
May 13-June 23, 2018 June 24-August 4, 2018 Indicate Dates: _____

_____ Three-Week Rate - \$474 _____ Two-Week Rate - \$316 _____ One-Week Rate - \$158
Indicate Dates: _____ Indicate Dates: _____ Indicate Dates: _____

COMPLETE THE FOLLOWING (Housing week begins on Sunday and ends on Saturday):

Date you will arrive on campus: **Sunday**, _____ Date you will depart campus: **Saturday**, _____
Month/Day Month/Day

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- **Linen Option:** If you wish to use the contracted bed linen service, at an additional cost of \$16 per week, please indicate this below. (Linen service includes: pillow, pillow case, top sheet, bottom sheet and blanket.)

\_\_\_\_\_ Yes, I wish to use the linen service and understand I will be billed an additional fee of \$16 per week.  
\_\_\_\_\_ No, I do not wish to use the linen service. I will bring my own linens to campus.

- If you have a break between courses, you **MUST** contact the Office of Residence Life for procedures. **There is no storage of personal items on campus.**

- Please complete and return this form **at least 4 weeks prior to the start of classes, to the Office of Residence Life, Alfred University, Alfred, NY 14802.** Your housing and linen (if applicable) charges will be applied to your student account. You will be billed through CASHnet. If you are a new AU student, you must activate your AU email account in order to get billing notification. Notification of your summer housing assignment will be sent via your AU email prior to the start of your summer session. If you have questions concerning this form, please call the Office of Residence Life at 607-871-2186. Form may be faxed to 607-871-2237.

**IMPORTANT: Please carefully read the Code of Conduct for on-campus housing on the back and sign at the bottom before returning this form!**

**Don't forget! Your signature is required on the reverse side of this form →→→→**

## CODE OF CONDUCT ALFRED UNIVERSITY SUMMER HOUSING

The following are the rules and regulations for the Summer Housing Program at Alfred University. Everyone residing in University housing is expected to abide by the following guidelines. Violations will be dealt with by formal judicial action, with the possibility of being removed from Housing and/ or the program.

1. Quiet hours are in effect every night from 11 PM until 8 AM. This means noise should be kept to a minimum.
2. Residents are responsible for the furniture in their assigned location. Furniture must remain in its assigned location.
3. Residents are expected to return their room to the original condition upon checkout from University housing. There will be an hourly labor charge (\$25) billed to the residents for housekeeping necessary to return to that condition.
4. Consumption or possession of alcohol is not allowed in University housing by persons under the legal age of 21. Any violations of State or Federal laws will also be subject to judicial action.
5. Use, possession, or sale of any illegal substance is prohibited.
6. All University housing facilities are **non-smoking**. You **MUST** be 25' from any University building to smoke.
7. **Pets are STRICTLY PROHIBITED in any University housing facility (corridor-style halls, suites, apartments or special interest houses)** (except for service animals). If you have a service animal, you **MUST** provide the Office of Residence Life with the required documentation and follow the policy expectations (contact the Office of Residence Life with any questions – 607-871-2186).
8. The rental charge includes the use of heat, lights, water, cable, internet, laundry and necessary furniture.
9. It is understood and agreed that Alfred University will bill the occupants of a room for all breakage, damages (excepting ordinary wear and tear) and loss of assigned University property. Furthermore, it is understood that said room must be kept in reasonable condition throughout the time period you are here and returned to its original physical condition at the end of each term. The University reserves the right to conduct periodic health and safety inspections of student rooms to ensure cleanliness standards are met.
10. The University reserves the right to assess residents in the event of general damage to or theft from the residence facilities.
11. The University reserves the right for University employees to enter any residence, after reasonable attempt to notify the occupant, for the inspection of the University's physical facilities and furnishings for the purpose of repair and maintenance. It further reserves the right of room entry for other administrative personnel in emergency situations and after reasonable attempt to notify the student, to fulfill supervisory responsibilities.
12. The Office of Residence Life makes all room assignments. The University reserves the right to change room assignments during the period of your stay should there be deemed necessity.
13. The University is not responsible for students' personal property.
14. Assignments to all housing facilities are made without reference to race, religion, or national origin.
15. There is **NO STORAGE** of personal property between Summer Term and the opening of the residence halls for Fall 2016. All personal items must be removed at the end of your Summer Term Housing Contract.
16. Each student assigned to live in on-campus housing (residence halls, suites, apartments and houses) will receive a room key. Students living in a suite or traditional corridor style hall will also receive a FOB to gain entrance into their residence hall. This key and FOB are the property of the University and may not be duplicated, exchanged with, or given to another person. Students are expected to keep their keys with them at all times, and expected to always lock their room doors when they are not present. The room key will open the student room and, in the case of buildings without electronic access, main outside door of the residence hall, suite or apartment. In buildings with electronic access, the FOB will open the main residence hall door and student key will only open their residence hall room door. Residence Hall keys and FOBs must be returned to the Office of Residence Life upon check out of any room. Failure to do so will result in a lock change for that room and a fee assessed for that change

Anyone found in violation of any of the above stated rules and regulations will be subject to eviction of housing through the Office of Residence Life.

**REQUIRED:** Please sign and date below and return to the Office of Residence Life to indicate that you have read the Code of Conduct above, understand its terms and conditions, and agree to abide by it.

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Signature of Student

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Date