Fall 2014 - Spring 2015 HOUSING AGREEMENT TERMS AND CONDITIONS

Eligibility: You must be a full-time registered student to apply for on-campus housing.

General Conditions: This Housing Agreement is for both fall and spring semesters with the exception of stated recess or vacation periods. Rooms are to be used only by assignees authorized by University Housing. Unauthorized transfers will be cancelled; unauthorized occupants will be required to vacate, and the original student/occupant on the Agreement will remain financially responsible for the space.

Cancellation: All signed Agreements are considered final and cancellations are not permitted except for the following reasons: (i) death of an immediate family member/guardian, or (vi) active military induction, or (vii) long term hospitalization of the student.

If a student vacates his or her room without obtaining written approval of a cancellation request from the Assistant Director for Residence Life Administration, the student will remain financially responsible for the space. Cancellations will not be allowed under any circumstances after the first two weeks of the fall and spring semesters.

For more information about cancelling this Agreement refer to: http://oncampus.rutgers.edu/files/documents/RU_Cancel_Policy.pdf

Standard Regulations: Residents of University housing facilities have individual financial responsibility for damage to University property in their assigned room(s)/department and a shared group responsibility for damage to University property in the building which houses their room, suite or apartment. Access to which is controlled by keycards issued to them. Damage charges will be directly posted to student’s accounts.

University Housing reserves the right to enter any University or University-related premises. For further explanation/clarification, refer to the Residents’ Guidelines for Living On Campus online at: http://oncampus.rutgers.edu/files/documents/undergradguide.pdf

All residents are required to abide by the Policies and Procedures specified in the Residents’ Guidelines for Living On Campus. The University will investigate all cases of damage. When investigation provides evidence of careless, malicious, or malicious acts, or violation of University Regulations, the student(s) will be appropriately billed. The financial assessment to the student will be the result of damage caused by a violation of University rules and regulations and shall be determined by the Executive Director of Housing and Executive Director of Residence Life. University Housing reserves the right to reassign, consolidate, suspend, or terminate a residence agreement when such action is recommended by appropriate staff members or committees. When a vacancy occurs, a resident may not discourage another student from being assigned to such a vacancy through harassment, abuse, noise, or similar reasons or the student may face reassignment or removal from housing. All students whose housing assignments are terminated due to either (i) a withdrawal from the University, (ii) a permitted cancellation approved by University Housing, or (iii) an academic dismissal, must vacate the facilities within forty-eight hours. Keys to the vacant assignment must be returned to the appropriate housing office. Failure to return the keys and vacate the facilities within forty-eight hours will result in a lock change (at the student’s expense) and for subject the student to fall occupancy fees or other penalties or charges.

Further, in cases where a student fails to vacate the facilities within forty-eight hours after being notified by the University, the University reserves the right, without any further notice or warning to the student, to change the locks and remove the student and his or her personal belongings with the Rutgers University Police to retrieve his or her belongings in this case. Lost or stolen identification/access cards must be reported to the RUconnection Office. University Housing/Residence Life will make a reasonable attempt to notify students when a vacancy will be filled in a room that is already occupied.

Closings: Students must move out within 24 hours of their last exam or the closing time designated by University Housing whichever comes first.

Prohibited Items: Among other items, the following are prohibited in and around residence facilities:

- Gasoline powered items, (e.g. motorcycles, mopeds or the components).
- Gasoline, benzene, alcohol or other flammable liquids.
- Firearms and other weapons, chemicals, fireworks, and explosives.
- Space heaters and open flame devices.
- Electrical wiring that is homemade or otherwise modified or transformed, possessing or using an electrical extension cord over six feet long or a multiple plug into which more than two cords are attached.
- Pets or laboratory animals.
- Unauthorized loft, liquid-filled beds or any other structures.
- Traffic signs.
- Cooking appliances such as electric skillets, immersion coils, toaster ovens, rice cookers, hot plates, unapproved hot pots, etc.
- Microwaves (apartment residents are permitted to have a UL approved microwave.)
- Use or possession of a refrigerator or microwave that does not meet University specifications.
- DSL lines. • Satellite dishes, exterior radio or television masts or aerials.
- Posters, fishnets, or flags on the ceiling.
- Lights, "dimmers," or ceiling fans, or any other device that replaces, adds to, or interferes with any building apparatus.
- Propping doors open.
- Painting walls or murals.
- Combustible lamp shades and halogen lamps.
- Torchiere lamps with halogen bulbs.
- Use of cinder blocks. • Open flames, candles (including decorative candles), incense.
- Air-conditioners.
Smoking: Smoking is prohibited in all areas of all residential buildings.

Violations: Cited violations result in fines and disciplinary action up to and including removal from residence.

Guest Policy: Guests may be allowed to use residence facilities within the guidelines that are posted in Residence Guide.

Payments: Housing charges are payable in the same manner as tuition and other fees. It is a student’s responsibility to view their accounts online.

Changes in Assignment: Requests for changes in housing assignments may result in additional charges or credits on your term bill. Discuss this with the Housing and Residence Life Assignments Office (848-445-0790 or oncampus@rci.rutgers.edu) at the time you make a request for a change in assignment.

Key Return Policy:
Room Changes: Students relocating to another room due to a Standard Room Change, Priority Room Change, or Relocation to a newly contracted space (applies to 12 month graduate residents) must vacate their current room and return their old keys within 48 hours of picking up keys to their newly assigned space. Failure to remove all belongings from your previously assigned room and return the key to the respective Student Service Office will result in a lock change charge being applied to your student account as well as any additional charges associated with disposing of items left behind in the room.

Dismissed/Withdrawn: Students who withdraw or are academically dismissed from the university have 48 hours to remove all belongings from their assigned space and return the key to the campus Student Service Office. Failure to remove all belongings from your previously assigned room and return the key to the respective Student Service Office will result in a lock change charge being applied to your student account as well as any additional charges associated with disposing of items left behind in the room.

Dining Services Agreement Terms and Conditions:

General Conditions: Dining Services Agreements are for both semesters of the academic year unless otherwise specified. Residence hall students are required to carry one of the major meal plans.

Payments: Dining charges are payable in the same manner as other tuition and fees.

Refunds: A partial refund will be given to students voluntarily withdrawing from the University during the first nine weeks of the semester. Students must contact Dining Services directly for changes or cancellations.

Cancellation: Students living in University apartments or off-campus students may cancel their meal plans during the first two weeks of either semester. This is the only time during the semester cancellations are permitted. Residence hall students may not cancel their meal plans.

RUconnection cards: RUconnection (student identification) cards are for students’ personal use only and are not transferrable. These cards are the property of Rutgers and are subject to recall upon request.

Authorization: Only students with a RUconnection card and authorized guests may enter and use the facilities of University dining halls.

Identification: Students entering the dining hall are required to present their own valid RUconnection card. Other identification must be presented if requested by dining hall staff. An individual who refuses to show a RUconnection card will be considered a non-student and trespasser and thereby denied entrance and instructed to leave the premises.

Removal: No food may be taken from the dining hall (except for box meals). No china, glass, silverware, or other Dining Services’ property may be removed from the dining hall at any time.

 Soliciting: There shall be no soliciting or canvassing in the dining hall facilities without written approval from the Executive Director of Dining Services.

Courtesies: It is expected that students will be courteous to fellow students and to dining hall personnel. Breaking in line is prohibited. All students and guests are required to take their proper place at the end of the line. Anyone exhibiting disruptive behavior will be required to leave the premises.

Self-Serving: The dining hall contract provides for self-serving. All students and guests are required to return trays to the proper locations.

Safety: Any action that jeopardizes the safety of other students is prohibited. Barefoot students will not be permitted to enter the dining hall.

Alcohol and Drugs: Alcoholic beverages and drugs are not permitted in the dining hall. Anyone under the influence of alcohol or drugs will be required to leave.

RU Express Agreement—Terms and Conditions: General Conditions: The amount of money you designate for your RU Express Account in the fall semester will be added to your term bill for the following spring semester. Cancellations or changes will be accepted during the first two weeks of each semester provided the account has not been used. Balances at the end of the fall semester will be carried over to spring. You will use the RUconnection card for your RU Express Account, meal plan and for most residential laundry facilities. There is a $20 non-refundable fee for replacement of lost or stolen cards. If you do not wish to open a RU Express Account, simply make no selection. FAILURE TO ABIDE BY THESE TERMS AND CONDITIONS MAY SUBJECT THE STUDENT TO DISCIPLINARY ACTION. The University reserves the right to require you to leave the facilities and/or invoke dining privileges for failure to abide by these terms and conditions. A “HOLD” WILL BE PLACED ON STUDENT RECORDS FOR NON-PAYMENT OF ANY HOUSING OR DINING FEES.
Infectious Disease Policy:
If a resident is identified as having potentially contracted a contagious disease, which may adversely affect roommates, the resident shall agree to submit to a medical evaluation at the Rutgers Student Health Service. If it is medically determined that the occupants of the apartment are at risk of an infection, the contagious/infected resident shall be required to leave the residence until she can present evidence from a physician that she is no longer contagious. Failure to submit to the required medical examination or leave the residence shall be cause to deny housing privileges. The decision of the Rutgers Student Health Center in regard to contagion shall be final.

Immunization Requirements:
Students who live in this building are subject to the same immunization requirements as are those who live in all University housing.

Payments:
Apartment charges are payable in the same manner as tuition and other fees. A "hold" will be placed on a student’s record for non-payment of fees and the student will be removed from residence.

Students who violate the provisions of this agreement, or are found responsible for violating the university code of student conduct or apartment board regulations, are subject to university disciplinary action, monetary assessments, as well as the loss of their right to live in Rockoff Hall apartments.

Rutgers University reserves the rights to reassign, suspend, or terminate a residence agreement when appropriate staff members or committees recommend such action. When a vacancy occurs, a resident may not discourage another student from accepting the assignment of such a vacancy through harassment, abuse, misuse or similar reasons or the resident may face reassignment or removal from housing.