

COLLEGE OF MOUNT SAINT VINCENT

Office of Residence Life and Housing

Terms and Conditions of Room and Board 20__ - 20__ Academic Year

A. General Conditions

1. The delivery of this agreement by the College of Mount Saint Vincent to the student constitutes an offer of room and board. The execution of this form by the student constitutes acceptance thereof.
2. The room and board agreement covers an entire academic year, exclusive of vacation periods and is valid for the duration of residence at the College for that academic year.
3. This agreement will terminate upon student's withdrawal or dismissal from the College. The student is required to vacate his/her room within 48 hours of dismissal/withdraw. Any refund will be made after they have been requested.
4. Students agreeing to terms and conditions of this agreement must comply with all regulations in the Student Handbook, the College Catalog and all local, state and federal laws.
5. This agreement may be canceled or room assignment changed at the discretion of the Director of Residence Life and Housing.

B. Board

1. This agreement is made in conjunction with board provided by the College Food Service - Chartwells.
2. All students residing on campus must participate in a board plan.

C. Occupancy

1. Occupancy is regulated by the College calendar as interpreted by the Office of Residence Life and Housing and specified in the Student Handbook. Only those receiving permission may remain beyond regular closing times. Failure to vacate as directed may result in assessment of rental fee, fines, removal from housing and/or denial of future residency privileges.
2. Students who are approved by the Office of Residence Life and Housing for Vacation Housing will be assessed a per diem fee for housing only.

3. This agreement does not preclude use of the room by the college during vacation periods.
4. Assignments are made by a lottery process for all upper-class students. First year and transfer students will be assigned space by the Office of Residence Life and Housing unless otherwise noted.

D. Facilities and Services

1. The College provides beds, dressers, chairs, desks and closets for all residents. **No personal furniture is permitted in the residence halls.**
2. Each hall is equipped with lounges, study areas and laundry facilities.
3. Housekeeping personnel provide heavy cleaning services. Students are responsible for the general upkeep of rooms and common areas.
4. Main lobby reception desks are staffed when buildings are open.
5. A nurse is on call during normal business hours. The Health Services office is located in Spellman.
6. Members of the Residence Life staff live in each residence hall to provide needed services.
7. Authorized College personnel may enter student rooms without permission or notice for maintenance, housekeeping, fire and safety, damage and/or health and safety inspections. Entry may also be permitted when personnel have reasonable belief that a violation of law or College regulation is in progress or for emergency purposes.

E. Fees and Deposits

1. Students may occupy room only after all outstanding financial obligation has been met.
2. The resident agrees to make payments of room and board fees as specified by the College.
3. All students must forward a \$200 room reservation to participate in the room selection process. This deposit holds a space in the residence hall for the following academic year. This payment will be credited towards your student account.
4. Each student must maintain a \$200 damage deposit on account with the College. The balance of this fee will be refunded at the end of contractor removal or dismissal.

F. Damages

1. Rooms are to be kept clean orderly. Charges may be made for damages to or unauthorized use of or alterations to rooms; furnishings or other equipment and for special cleaning necessitated by improper care of same.
2. All occupants of a room may be held responsible for all damages to the room.
3. All residents will be held collectively responsible for damage in common areas of the building.
4. The College is not responsible or liable for any loss or damage to personal property or for failure or interruption of utilities and other services.
5. All residents are strongly encouraged to purchase personal property insurance.

I HEREBY AGREE TO PAY THE CONTRACT RATES FOR ROOM AND BOARD AS THEY HAVE BEEN ANNOUNCED.

I HAVE RECEIVED, READ AND AGREE TO ABIDE BY THE ABOVE TERMS AND CONDITIONS. I ALSO AGREE TO ABIDE BY ALL RULES AND REGULATIONS SET BY THE COLLEGE IN THE STUDENT HANDBOOK.

NAME: _____

DATE: _____

SIGNATURE: _____

CLASS YEAR: _____