

TERMS AND CONDITIONS

This contract is an agreement between Eastern Oklahoma State College, hereinafter referred to as the College, and the student. If the student is under 18 years of age, this contract is also an agreement between the College and his/her parent(s) or guardian(s). The parties to this contract, in consideration of the mutual covenants and stipulations set out herein, agree as follows: *Residing in College-owned residence halls is considered a fundamental part of the student's education. Therefore, such residency is only a license to occupy and use the residence space assigned for limited purposes and is not a lease of College property.

1. **Eligibility**-Residents must be admitted students or currently enrolled in a minimum of 9 credit hours at Eastern Oklahoma State College. Acceptance of this contract by the College does not constitute admission to the College.
2. **Period of Contract**-Beginning the first day of the academic semester and will terminate at 4 p.m. on the last day of classes for each semester. The student agrees to vacate the assigned room within 24 hours after his/her last class or examination or 4 p.m. of the last day of classes, whichever is earlier.
3. **Holiday/Break Housing (Terms of Occupancy)**-This contract is for room and board during those periods of the academic year when College classes are in session, or when the student is required by the College academic calendar to be on campus. Any student wishing to stay during breaks or holidays will have to be approved through the Housing Office. Additional fees will apply.
4. **Initial Payment and Monthly Payment**-An application fee of \$25 must accompany this application. Monthly payments are due as outlined in the Student Handbook. The College reserves the right to notify the student's parent(s) or guardian(s) of payments past due and/or contract violations.
5. **Contract Release/Refund/Termination of Contract**-The contract is for the full period indicated and a student cannot be released or refunded any part of the payments except as in the following:
 - a. Withdrawal or Dismissal from the College or dismissal from the residence halls for the balance of a contract period, at which time the student will be charged for service accrued on the basis of a one-semester contract and a \$50 clerical fee. The College reserves the right to terminate a student's contract if found at any time during the semester not to be enrolled or has ceased to attend classes at Eastern Oklahoma State College.
 - b. If a student is not required by College policy to live in college-owned housing, this contract may be terminated upon payment of any accrued services at the one semester rate and in addition there to a charge of \$25.
 - c. Charges will continue to accrue and no refunds made until the student turns in the proper housing withdrawal forms through the Housing Office and has them signed by the proper authorities.
 - d. Students who fail to check out of the halls at the end of the contract period will be charged at a rate of \$10 per day to a maximum of \$100 until properly cleared. Withdrawal forms are available in the Housing Office.
 - e. Single rooms, when available, are extra. Rates are available upon request at the Housing Office.
 - f. The College reserves the right to terminate this contract after reasonable notice to the student in the interest of health, order, discipline, maximum utilization of facilities or disaster.
 - g. See Student Handbook for additional information.
6. **Transferring of Contract**-This contract is personal and may not be assigned or otherwise transferred, nor may the student's space be sublet or otherwise placed in the occupancy, control or care of another person or entity.
7. **Consolidation/Assignment of Rooms**-Housing is defined as a furnished space (desk, bed, chair, etc.) in College-owned housing and not a specific room or space in a specific residence hall. In order to maximize occupancy, it is occasionally necessary to re-assign the student. Should the student's roommate move, the student may be required to move or share his/her room with another student.
8. **Access to Rooms**-The College reserves the right to allow authorized College personnel to enter students rooms without consent to perform necessary maintenance and service or inventory College property, for purposes of inspection with regard to health or safety, to verify occupancy, to correct problems within the room which are disturbing other residents, or if either probable cause and/or an emergency situation is believed to exist.
9. **Food Service**-There are three meal plan options from which to choose; 19 meals, 14 meals and 10 meals. All residents are required to have a meal plan. ID cards are required to be handed to the cashier at each meal.
10. **Incorporation of Rules and Regulations**-Rules and regulations appearing in the most recent Residence Hall section of the Student Handbook and other handbooks that from time to time may be circulated by the Housing Office made part of this contract. All residents are responsible for their knowledge of the handbook. Handbooks are available in the Housing Office and the Dean of Students' Office.
11. **Convicted of a Felony**-If you have been convicted of a felony, your housing will be held until you meet with the Dean of Students. The Dean of Students reserves the right to deny college housing to any student.

Have you been convicted of a felony? Yes No

Student Signature _____ Date ____/____/____

Parent/Guardian Signature _____ Date ____/____/____

(Parent/Guardian signature required for student under 18 years of age)

METHOD OF PAYMENT FOR \$25 APPLICATION FEE

- Check# Cash VISA Master Card

Name on Credit Card _____ Phone Number _____

Card Holder's Billing Address _____ City _____ State _____ Zip _____

Expiration Date _____ Credit Card Holder's Signature _____

Eastern Oklahoma State College does not discriminate on the basis of race, color, age, religion, sex, national origin or physical handicap in its educational programs, activities or employment practices, in accordance with federal, state and local laws.

RESIDENCE HALL