

Wagner College agrees to provide room and board as described in its official publications for the 2010-2011 academic year. By submitting my housing application and related materials and participating in housing selection, I assume responsibility for payment of the rates established by the College and for the following terms and conditions.

CONTRACTUAL INFORMATION

- Unless otherwise noted, the terms and conditions of this agreement are applicable to both undergraduate and graduate students.
- This agreement is effective for the entire 2010-2011 academic year. Failing to participate in the housing selection process does not invalidate the agreement. This agreement takes effect on the first day of the housing selection process for current students and upon notification of a housing assignment to incoming students to Wagner College.
- This agreement addresses policies and procedures in relation to Wagner College housing. It does not provide for any specific room assignment.
- Housing assignments are made for the entire 2010-2011 academic year, unless the student is graduating, studying abroad, participating in a Wagner College sponsored internship, is granted a contractual release, or withdrawing from the College. Students released from their housing contract are responsible for paying a prorated amount of the housing cost for the year based on the date of release.
- To obtain a release from this agreement, the student must complete a "Resident to Non-Resident" form, available from the Office of Residential Education, and meet eligibility requirements: medical conditions that cannot be accommodated in our housing configuration, change in marital status, change in financial status, leave of absence from the college, or participation in an approved off-campus college activity such as study abroad, internships, or student teaching. Students granted a contract release will forfeit their housing deposit. A release from this agreement is not guaranteed, and if not granted, the student retains responsibility for all terms and conditions in this agreement.
- Please be aware that if you are considering moving off-campus (commuting), your financial aid status may be impacted. If you receive a grant/scholarship from Wagner, it may be reduced because you are no longer residing on campus. Also, if you are going to be living in an apartment and would like to use financial aid to assist you in covering your expenses, you need to consult with the Office of Financial Aid so you may be properly advised about your financial aid eligibility in relation to living off-campus.
- A student who is unable to be housed by the College will not be subject to this agreement and is eligible for a refund of the housing deposit.
- Room and board charges are to be paid in advance and in accordance with the schedule of payments established by the College. The housing refund policy is in accordance with federal guidelines, and can be found in the Wagner College Undergraduate Bulletin.
- All undergraduate residential students are provided a meal plan. Room and board are jointly contracted.

INCLUSIVE DATES

- The agreement provides room and board for a full academic year. For the fall semester, room charges begin for new students on Thursday, August 26, 2010, and for returning students on Sunday, August 29, 2010. Meal plans will begin on the first day of classes. Room and board concludes 24 hours after a student's last final exam or by noon on Wednesday, December 15, 2010, whichever comes first.
- For the spring semester, room charges begin for new transfer students on Thursday, January 13, 2011 and for returning students on Saturday, January 15, 2011. Meal plans begin on the first day of classes. Room and board concludes 24 hours after a student's last final exam or by noon on Wednesday, May 11, 2011, whichever comes first. Seniors participating in senior week events and/or commencement exercises must leave the residence halls by 5:00pm on Friday, May 20, 2011.
- The above dates notwithstanding, the student is expected to vacate the room 24 hours after the completion of her/his last final exam each semester or after an official leave from the college. A student who is graduating may remain in housing until 12pm the day of graduation.
- The residence halls do not close for Fall Break, Thanksgiving Break, or Spring Break. However, a student is required to sign up to stay on-campus during extended break periods. Additionally, dining options, guest privileges, and campus resources may be severely limited during such periods.

EXCLUDED DATES AND PROCEDURES

- This agreement does not cover room and board prior to the beginning of the fall semester, between the conclusion of the fall semester and beginning of the spring semester, or during the summer.
- A student who desires to arrive prior to the beginning of the fall semester must follow the procedures outlined by the Office of Residential Education. Any student authorized to arrive early and not affiliated with a specific Wagner College event will be charged \$100 per day.
- A student who desires to remain in housing between the fall and spring semester must follow the procedures outlined by the Office of Residential Education. Any student authorized to remain in housing and not affiliated with a specific Wagner College event will be charged **\$300 per week**.
- A student who desires to remain in housing for the summer must follow the procedures outlined by the Office of Residential Education, including completion of the summer housing application, signing a summer housing agreement, and making an additional housing deposit. Rates for summer housing are published during the spring semester.
- The regular board plan is not available during excluded dates. The College dining services may offer a break or summer meal plan for purchase and may also operate on a cash-only basis during the excluded dates.

ELIGIBILITY

- To be eligible for College housing, the student must be enrolled as a full-time student. Full-time status will be determined by College Registrar requirements for undergraduates and graduates.
- Undergraduate and graduate students who are not registered for at least 4 units (or the equivalent) as of Friday, September 3, 2010 may be withdrawn from any previous housing assignment or wait list, unless the Office of Residential Education has been notified in writing by the Registrar, Office of Academic Advising, or the Dean of Campus Life, that full-time status will be achieved by the end of the add/drop period.

- The student who has completed her/his undergraduate academic requirements, begins graduate coursework, but maintains athletic eligibility may be placed in either undergraduate or graduate housing.
- To be eligible for housing, the student must submit a signed housing application, pay a non-refundable deposit of \$300, and submit the required health insurance information.
- To guarantee housing, all returning students must complete and submit housing paperwork prior to Friday, March 26, 2010. Incoming first year students must adhere to deadlines set and communicated by the Office of Admissions to guarantee assignment to housing. Housing paperwork will be accepted after that date, but the student will not be guaranteed housing and will be placed on a wait list. Students on the wait list may be placed in any housing assignment, if space is available.
- Health insurance is required for every Wagner College student. A student must enroll in a College health policy if they do not have their own. Before housing assignments are made, students must provide proof of health insurance and immunization.

ROOM ASSIGNMENTS

- A student new to the College will be assigned a space by the Office of Residential Education.
- A student who is returning to the College will be eligible to participate in a housing selection process held in the spring semester.
- Failure to participate in the housing selection process invalidates any guarantee of housing. A student who fails to participate in the process may be placed in housing by the Office of Residential Education at a later date, provided that space is available.
- Graduate students are not eligible to participate in a housing selection process. Housing placement for graduate students will be at the discretion of the Office of Residential Education.
- Receiving a housing assignment is contingent on completion of the following: housing application, a signed housing contract, deposit, and health insurance information.
- All students are eligible for placement in triple rooms. Any student placed in a triple will not receive a discount.
- Any special request for housing must be made in writing and is not guaranteed. Any medical request will be reviewed by the appropriate College personnel (health services, disability services, etc). Such requests must be submitted with the housing application and must include a doctor's note and a separate letter from the student outlining the condition and why a specific housing assignment is needed.
- Single rooms are first made available to those with special needs. The student who requests and is assigned a single will be assessed an additional fee each semester, as outlined by the College. Medical Singles are charged at the double room rate.
- The student must reside in the assigned space and must follow the established procedures for requesting a new room assignment if necessary. The student who relocates without proper authorization will be required to move back to the original assignment, may be charged with a violation of College policy, may be fined \$200, and may be billed for costs associated with the unauthorized move (key change, etc.).
- In all cases, the final determination of room assignments rests with the Director of Residential Education. Wagner College reserves the right to change a student's housing assignment, if necessary.
- If a vacancy occurs in the student's room, another student will be assigned. The original occupant does not have the right to refuse a roommate. When possible, advance notice may be given. The original occupant is required to maintain the space as designed until a new roommate is assigned (i.e., a double room must remain set as a double room).

ROOM RESPONSIBILITIES

- The College provides furniture for each student, including a single bed and mattress, desk, desk chair, chest of drawers, and closet/wardrobe. In some rooms, including triples, some furniture may be shared. Suites are provided with a sofa, sofa chair, and coffee table.
- Students are responsible for all College property and furniture that is originally placed in a room. College furniture may not be modified or removed from the student's room. Students will be charged to replace or repair any missing or damaged furniture.
- The College prohibits items that may present a health or safety hazard. A full listing of prohibited items may be found on the Office of Residential Education website or in the Wagner College Student Handbook.
- Wagner College is not responsible for lost, stolen, or damaged personal property. The student is strongly advised to insure her/his belongings under an individual policy or under a parent/guardian's homeowner's insurance.
- Each room is inspected by College staff prior to the student's arrival or re-assignment to a space. Any pre-existing problems or damage is noted on a room condition report. Each student is responsible for inspecting and signing his/her room condition report. Any updates or amendments to the room condition report must be made within 48 hours of a student's initial check-in. After 48 hours, the conditions marked on the report will be final and used to assess any possible check-out charges.
- Each room is inspected by College staff upon a student's departure from a room. Any non-original damage will be charged to the student(s) assigned to the room.
- All students are responsible for common area damage, vandalism, or other charges assessed on their assigned floor or building.
- The College reserves the right to enter a student's housing assignment at any time. Generally, College staff will only enter for routine or emergency maintenance, requested repairs, health and safety inspections, when there is evidence or suspicion of activities that violate the College's Community Standards of Conduct, or when there is evidence/concern for the health, safety, and welfare of the student.

OTHER CONSIDERATIONS

- All students are responsible for knowing and observing the rules and regulations of Wagner College and the Office of Residential Education, including those listed in the Student Handbook, the Community Standards of Conduct, and any publications made available by the Office of Residential Education.
- During the academic year, information distributed to the student through her/his campus mailbox, to the student's place of residence, through a student-provided telephone or cell phone number, and/or to the College-assigned e-mail address is assumed to have been received. Official information may also be posted on the College website.
- All College housing is smoke-free. Students will not be allowed to smoke in any public or private area of the building. Students will only be allowed to smoke in designated areas outside the building beyond 50 feet.

- Harborview Hall is a substance-free living environment for all students. Students are not permitted to use, possess, or be found under the influence of any substance within this environment, regardless of age or legal standing. Students living in Harborview are required to live substance-free. Students found in possession or under the influence of substances may be subject to disciplinary action.
- Only furniture that complies with California Technical Bulletin 117 fire code, California Technical Bulletin 129 fire code, BFD 1x-11 will be permitted in Foundation Hall. This includes small organizational systems and metal shelving units.
- The College may terminate this agreement without notice, in the event of an emergency which would make continued operation for student housing impossible. If such an event occurs, unused room and board payments would be refunded.
- The College reserves the right to remove students from the residence halls and terminate this contract at any time if a student's conduct is deemed disruptive or poses a danger to the community, or when a student is no longer eligible for on-campus housing. Additionally, the College reserves the right to remove resident students when a student's physical or emotional health and behaviors place unmanageable risks on the individual or the College which will be determined by the college's student conduct. In cases of suspension from housing or suspension or expulsion from the College, no refund on room and board is given.
- The final interpretation of any policy or statement made in this agreement remains at the sole discretion of the College.

I hereby certify that I have read and understood the terms and conditions outlined in this housing agreement. My signature below acknowledges my understanding of this agreement and my willingness to abide by the terms listed above for the full 2010-2011 academic year.

Student's Signature:		Date:	
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