



UNIVERSITY OF NOTRE DAME | OFFICE OF RESIDENCE LIFE AND HOUSING
UNDERGRADUATE HOUSING CONTRACT - 2009-2010

Student Information: Notre Dame netID: _____ Notre Dame ndID: _____

Student Name: _____

Residence Hall Assignment: Hall: _____ Bedspace: _____

I accept a contract for Room and Board for the 2009-2010 academic year. I agree to retain and reside in the assignment throughout the period specified. Cancellation of the contract will result in a \$200 penalty (equal to amount of deposit and a \$150 cancellation fee) and subject to the exceptions listed below. I agree to abide by the University rules and regulations written in *du Lac*, as promulgated by the residence hall staff and Student Affairs Staff, and outlined on this contract.

Student Signature _____ Date _____ Parent/Guardian Signature (if resident is under 18 years of age) _____

SPECIAL HOUSING NEEDS: Please list any special housing needs you require due to disability/medical condition (physician's documentation required): _____

HOUSING CONTRACT

This is a contract for an integrated service, including room and board, for unmarried undergraduate students residing on campus. The University is unable to offer this service in segments; therefore, no exclusions may be made. This contract must be returned to the Office of Residence Life and Housing 305 Main Building immediately after Room Picks or within ten (10) business days of receipt of assignment.

PERIOD OF CONTRACT

This contract is legally binding and extends to cover the entire 2009-2010 academic year, which includes the Fall and Spring semesters, except as indicated in this provision. When a student moves into a hall during the year, the contract will be for the remainder of the academic year. The contract terminates when students leave campus to study in official Notre Dame international (or off-site) study programs. If a student is not enrolled as a full-time, degree-seeking student (as defined by the Academic Code), the contract becomes void and the student may not continue to reside in the residence hall. Students completing degree requirements at the end of the Fall semester may not continue to reside in a residence hall for the remainder of the academic year or for any period of the Spring semester. If a student is removed from his or her residence hall by the University for disciplinary reasons, the contract becomes void and the student may not continue to reside in the residence hall.

ROOM, BOARD AND DEPOSIT

Room and board charges must be paid in advance and in accordance with the schedule of fees established by the Office of Student Accounts for the full term of this contract. A deposit will be charged against a student's account as a guarantee against room damage and assurance of contract fulfillment. This deposit is charged only once and is refundable under conditions specified below.

REFUND/FORFEITURE OF DEPOSIT

If at the end of the term of the contract there are no outstanding charges for damages/fines against a resident's account and no charges under this contract are outstanding, the deposit will be refunded if the resident moves off-campus or leaves the University, or will be reapplied as a deposit for the following academic year.

Refund of the deposit will not be made if:

1. A resident cancels the contract anytime prior to the commencement of the contract period, or
2. A resident cancels the contract anytime during the contract period, or
3. There are any charges for damage to the room occupied by the resident (or the resident's proper share) or for damage to other areas of the hall, or
4. The condition of the room upon the resident's departure is such as to demand undue extra time for cleaning.

Exceptions to the requirement that the student must fulfill the entire contract time period are as follows: voluntary or involuntary withdrawal from school; leave of absence; academic/disciplinary disqualification; military service; study abroad; graduation and those listed above under **Period of Contract**.

PENALTY FOR NOT FULFILLING CONTRACT

Any resident who cancels the contract and/or moves off-campus without having first obtained written permission of the Office of Residence Life and Housing not only forfeits the deposit but is also liable for room and board for the remainder of the academic year. Cancellation of this contract will also result in a penalty fee of \$200 (equal to amount of deposit and a cancellation fee of \$150), in addition to imposition of any other charges expressly stated in this contract.

CONTRACT DEADLINE

Continuing residents must return a signed contract to the Office of Residence Life and Housing immediately after Room Picks. Failure to return the contract will result in the loss of that assignment and the student being placed on a wait list for housing.

New residents and those returning from study in official Notre Dame international (or off-site) study programs must return a signed contract to the Office of Residence Life and Housing within 10 days of receipt of assignment. Failure to return the contract will result in the loss of that assignment and the student being placed on a wait list for housing.

FOOD SERVICE REGULATIONS

In order to keep fees at a minimum, board rates are based on the fact that most students miss some meals. Because of this fact, and the policy of allowing unlimited servings of most items, students are not allowed to transfer their meal cards to anyone else, share their meals with a non-resident, or carry food out of the dining hall. The University dining facilities are limited to residents, guests who purchase guest meal tickets, and those invited to special functions. Individuals requiring special diets for health reasons, as certified by the University Physician, are encouraged to meet with the Food Service Department's Manager of Marketing and Nutrition to determine if special meal service or accommodations can be arranged through the regular dining operation.

OTHER SERVICES

Most rooms are equipped with internet and cable television. Residents can purchase a separate telephone service plan and billing for local phone service will be made by the University pursuant to its established rates. Premium cable service can be purchased directly from the cable provider.

HOUSING REGULATIONS

This contract does not cover room and board during the semester break when the residence halls will be closed (**halls close Saturday, December 19, 2009 at 2:00 p.m. and open on Sunday, January 10, 2010 at 9:00 a.m.**) and no contract food service will be available, nor does it include board during Fall and Spring breaks when no contract food service will be available.

At the end of each semester, rooms must be vacated within 24 hours after the resident's last final examination or no later than the official closing of the residence halls. A senior, graduating in May, must vacate by noon the day after Commencement.

Subletting of any resident's room is not permissible.

This contract constitutes acceptance by the resident of all the rules and regulations pertaining to the University of Notre Dame residence halls as outlined in this contract, written in *duLac*, and promulgated by the residence hall and Student Affairs staff. It also automatically constitutes acceptance of membership in the respective governing bodies of the hall to which the resident is assigned, including all rights, privileges and responsibilities of such membership, and responsibilities for living in such a way that health, welfare and the academic pursuits of other students are not jeopardized.

A resident assumes responsibility for the care and use of the assigned room and its furnishings, and the resident agrees to observe all University and residence hall rules and regulations.

The University will not be liable for any damage or loss of any of the resident's personal property from any cause whatsoever. The University does not carry insurance on the personal property of students and residents are strongly advised to have their personal property covered by individual or family insurance.

After this contract has been signed, moves within the hall or transfers from hall to hall will be made only with prior approval of the Office of Residence Life and Housing and the Rector(s) of the hall(s) involved. Moreover, moves, hall transfers, or contract cancellation by residents who pick a multi-occupancy room could result in penalties and loss of assignment for all roommates.

The University reserves the right: to make whatever reassignment or adjustment in accommodations it deems necessary; to inspect rooms for cleanliness or to make repairs; and to enter rooms without a search warrant and search anything therein (including personal belongings) for the purpose of maintaining security, discipline and the orderly operation of an educational institution.

Cancellation of Housing Contract:

I no longer require on-campus housing and understand that the cancellation of this contract will result in a \$200 penalty (equal to the amount of my deposit and a cancellation fee of \$150) plus any charges for fines/damages upon check-out for current residents. If I require on-campus housing in the future, I understand I must place my name on the wait list.

Student Signature _____ Date _____

Parent/Guardian Signature (if resident is under 18 years of age) _____

NOTICE

The University of Notre Dame does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, veteran status or age in the administration of any of its educational programs, admissions, policies, scholarship and loan programs, athletic and other school-administrated programs or in employment.