

2017-18 Housing Contract

Terms and Conditions

Eligibility

All students must be enrolled at least three-quarter time in their programs to qualify for housing. Eligibility for specific buildings varies by age and program.

- Ambassador Apartments – Undergraduate and Graduate students, must be age 21 or older.
 - Piggy-backing: 20 year old students may occupy a unit at the invitation of an age 21 or older roommate and must maintain a Gold or Silver meal plan.
- Lower Memorial – Students must be in graduate-level studies, or be age 25 or older.
- Upper Memorial – Students must be Undergraduates, age 20 or older.
 - Piggy-backing: 19 year old students may occupy a suite at the invitation of an age 20 or older roommate and must maintain a Gold meal plan.
- Aldrich Halls – Students must be Undergraduate students.

AGREEMENT TERM

This housing Agreement is in effect for a full academic year (both fall and spring semesters totaling about 9 months) unless the student begins enrollment at MU in the Spring semester.

Housing Deposits

- Students occupying the Ambassador units must pay a refundable \$200 security deposit.
- Students occupying a residence hall must pay a \$100 non-refundable deposit which is credited to his/her student account after move-in.
- Applications for campus housing are not considered complete until the Housing Deposit is paid.

Community Standards and University Expectations

Students must abide by the policies laid out in their Student Handbook and Housing Handbook. Failure to do so may make them ineligible for campus housing.

MOVE-INS & MOVE-OUTS

- New students move into campus housing the Thursday before classes begin each semester.
- Returning students move into campus housing the Saturday before classes begin each semester.
- Students moving out by the close of fall semester must check-out by 4:00 p.m. on the Friday of finals week.
- Students moving out at the close of spring semester must check-out by 5:00 p.m. on the Saturday following finals week and graduation.
- Residents will be given the opportunity to sign summer housing Agreements prior to the close of Spring semester. More information on summer housing will be made available through the Student Life office.
- Students must adhere to the move-out guidelines in his/her Housing Handbook. Failure to do so will result in an additional \$25 improper move-out fee.
- Lost room/unit keys are subject to a \$50 fee. This fee must be paid before a replacement key is issued.

MEAL PLANS

Requirements for meal plans are primarily based on the building a student occupies.

- Students living in North or South Aldrich are required to have a Gold Plan.
- Students living in Upper Memorial Hall are required to have a Gold or Silver Plan.
- Students living in Lower Memorial or Ambassador housing are not required to have a meal plan.
- Students who “piggy-back” into a building they would not otherwise be qualified to occupy must have the meal plan associated with the building they are qualified for.
- Exceptions to the meal plan requirement may be made through the Disability Services office for students with documented dietary needs that the food services provider cannot reasonably accommodate.

PRIVATE PROPERTY

Insurance

Multnomah University does not insure a student’s private property. We recommend that students carry renter’s insurance to cover their personal belongings should they incur any harm or theft.

Abandoned Property

Should a student vacate MU housing, he/she is responsible to properly check-out by the date agreed upon and clearly communicated to Housing Staff, which includes the removal of all his/her belongings. If the student fails to remove all of his/her belongings by this date, MU will arrange for the packing and removal of the belongings and may bill the student for packing, labor, and disposal fees.

Application Cancellations

If a student cancels his/her Housing Preference Form, a \$100 cancellation fee will be withheld from the deposit.

Housing Cancellations by Residents

- If a student withdraws from MU during the semester, he/she must move out of campus housing. A \$200 Housing Cancellation fee will be charged to the student’s account. Room cost will be refunded based on the academic withdrawal refund schedule. (No refunds on room cost will be issued after week 6.) The meal plan will be prorated to the week of move-out.
- If a student completes fall semester but will not be enrolled for the spring semester, the student must give advance notice and move out by 4:00 p.m. on the Friday of finals week. The \$200 Housing Cancellation fee will be charged. If the student does not give advance notice and/or moves out over the semester break, the \$200 Housing Cancellation fee will be charged, plus an additional \$100 late-notification and move-out fee.
- If a student moves out mid-semester but remains enrolled at MU, charges will include prorated Room cost, the \$200 Housing Cancellation fee, plus 50% of the Room cost for the remainder of the semester’s room cost. The meal plan will be prorated to the week of move-out.
- Student moves out of housing at the close of Fall semester, but remains enrolled for Spring, he/she must give some advance notice and must move out by 4:00 p.m. on the Friday of finals week. Charges will include the \$200 Housing Cancellation fee plus 50% room cost for the Spring semester. If the student does not give advance notice and/or moves out over the semester break, the above charges will apply plus an additional \$100 late-notification and move-out fee.

**Fees may be waived or reduced for students with extenuating circumstances. Examples of such circumstances could be serious personal or family illness/injury, unexpected financial crisis, or academic suspension. Students wishing to appeal should email their request and an explanation of their circumstances/justification for the request to the Housing Committee at housing@multnomah.edu.*

Housing Cancellation by the University

If a student is being dismissed from housing because he or she is no longer eligible for housing or because he/she failed to abide by Student or Housing Handbook policies, he/she will be given 48 hours to vacate housing. This time frame may be shortened or lengthened if the Dean of Student deems necessary and reasonable. Proper move-out procedures should be followed. Housing and meal plan costs will be prorated to the week of move-out.