Purchase College Summer Housing Agreement

Office of Community Engagement
Summer 2019

This summer housing agreement is a binding agreement between the Office of Community Engagement and the individual student. It entitles the student to the use of the residence hall accommodations only in such manner as set forth herein. In the event of any violation with this agreement, summer housing accommodations will be revoked for the individual student. Summer housing can be revoked at any time at the discretion of the Office of Community Engagement. The student agrees to accept any accommodations assigned, agrees that they have no right or entitlement to occupy or select any particular room under this contract, and agrees that the Office of Community Engagement may reassign the student to a different room or remove the student from housing at its sole discretion.

Failure to observe any of the terms and conditions of this agreement may result in the termination of this agreement, and may subject the student to disciplinary action under the College policies and regulations.

1. ELIGIBILITY
To be eligible for residence in the campus residence halls, a student must be registered for the current summer term, or be working to provide a service to a department or office within the Purchase College community. Other special conditions may apply in order to be granted summer housing accommodations. These conditions will be determined at the discretion of the Office of Community Engagement.

2. OCCUPANCY PERIOD
The student may occupy the assigned room during one of the summer school session periods (listed in this section) or the period of time the student is working for an approved entity of Purchase College. If a student is working for the College, the occupancy dates are communicated in a separate assignment notice. The occupancy period may be subject to change by the College based on unforeseen alterations in the summer calendar or for other reasons such as facility related projects. The student agrees to occupy only the room assigned.

Summer school session periods are as follows:

- Session 1: June 3 – June 28
- Session 2: June 3 – July 26
- Session 3: July 1 – July 26

The above timelines only apply to summer students that are registered for summer courses. Summer student workers will be assigned to housing at an approved time period that is communicated in a separate assignment notice.

3. CHECK-IN REQUIREMENTS
The student must check in at the designated office before occupying a room. At that time, building and room access will be arranged by the office. Residents are responsible for the condition of their room and
its contents. Residents will be held responsible for any charges related to damages or cleaning after this time period.

4. CHECK-OUT REQUIREMENTS
At the termination of the occupancy period, the student must complete the check-out process. A student checkout consists of: a) removal of personal belongings and trash items so the room is left in the same state as it was during the time of check in, b) completing the Express Check-Out process which consists of completing all necessary paperwork and returning keys by a given deadline (this process may take place with a staff member, or simply by returning all required items into the Express Check-Out mailbox if no staff is present.

Failure to complete the proper check-out procedure will result in an improper check-out fee in addition to any lost key and room charges that may accrue.

5. ROOM CHANGES
There are no room changes or roommate requests permitted during the summer semester. Although rare, the office may decide to perform room changes at its sole discretion.

6. RESPONSIBILITIES FOR ROOM USE
Students may not:

a. Move furnishings from one room to another
b. Allow usage of assigned room and/or building keys to any person outside of the assigned individual
c. Install personal air conditioners within any window of the assigned room
d. Permit any outside guests to occupy the assigned space during the entire summer with staff approval
e. Occupy or use ANY space within the summer assignment outside that of which was assigned

Housing recognizes students’ right to privacy in their assigned room. However, authorized College officials may enter a student’s room for inspection or maintenance at any time.

Residents are responsible for room cleaning, regular waste removal and maintaining satisfactory sanitation and life safety standards as determined by the College.

7. DAMAGE, LOSS OR EXCESSIVE CLEANING
Students are liable and responsible for any damage or loss to their room or room furnishings and for any other damage or loss they cause to any part of the residence halls. Damage or loss must be reported promptly to the Office of Community Engagement. The College reserves the right to bill all residents of a floor or an entire residence hall for public area damage or excessive cleaning fees.

8. AIR CONDITIONERS
Installation and use of personal air conditioning equipment is prohibited. Air conditioners may be requested for medical reasons subject to medical verification and approval from Disability Resources odr@purchase.edu.

9. SMOKE-FREE ENVIRONMENT
Smoking is prohibited in all residence halls and commons areas. This includes individual rooms as well as the public areas (lounges, bathrooms, hallways, stairwells, and balconies). Smoking in apartment
entryways is prohibited – students and guests must utilize designated smoking areas, until such time as the campus becomes smoke/tobacco free.

Your signature on this summer housing agreement signifies that you have received, read and agree to abide by all conditions, terms and policies contained in this agreement. Failure to abide by all terms within this agreement may result in immediate termination of your summer housing assignment.

Print Name: _________________________________________________________
Signature: ____________________________________________________________
Date: ________________________________ Staff Initials: ______________