

# Blackburn College 2018-2019 Residency Contract

The following contract is an agreement between Blackburn College and \_\_\_\_\_  
 Student name, please print

**Contract Period:**

The fall semester residency period begins on August 17, 2018 and ends December 15, 2018 at which time the fall semester residence halls will close. The spring semester period begins on January 14, 2019 and ends May 14, 2019, at which time the spring semester residence halls will close. A student may continue to occupy their assigned room 24 hours after completion of their last scheduled exam or until 12:00pm on the day immediately following the last scheduled exam according to the official Blackburn College calendar, whichever is earlier. If this contract is terminated before the end of the contract period, the student may occupy their assigned room no longer than 24 hours after the student is notified of the termination.

**Rate:**

Housing and dining rates per year and per semester for the 2018-2019 academic year:

	<u>Year</u>	<u>Semester</u>
Double occupancy, no air conditioning.....	\$3,770.....	\$1,885
Double occupancy w/air conditioning*.....	\$4,600.....	\$2,300
Double occupancy, no air conditioning, private.....	\$4,600.....	\$2,300
Double occupancy w/air conditioning, private*.....	\$5,750.....	\$2,875
Single occupancy, no air conditioning.....	\$3,770.....	\$1,885
Single occupancy w/air conditioning*.....	\$4,600.....	\$2,300
125 meal block dining plan .....	\$3,100.....	\$1,550
175 meal block dining plan.....	\$3,330.....	\$1,665
200 meal block dining plan.....	\$3,430.....	\$1,715
220 meal block dining plan.....	\$3,540.....	\$1,770
30 meal block dining plan.....		\$200

\*Temperatures of air conditioned rooms are centrally controlled by an energy management system and are based on outside temperatures. Students cannot adjust temperatures in their individual rooms.

The resident (and parent, if the resident is under 18 years of age) agrees to pay applicable room and board charges. The full amount of the anticipated residency charges will be applied to the resident’s account prior to move-in and will be payable according to the billing and payment due dates set forth by the Business Office. Payment arrangements must be made with the Business Office.

**Refunds**

Residents who are changing status from resident to commuter or are withdrawing and are seeking a refund of room and/or board charges must complete the formal check out process with the appropriate Residence Life staff member (RD, RA, or Director of Residence Life). To complete the formal check out process, the resident must remove all personal belongings from their room,

complete a Room Condition Report and return room keys. They must also complete a withdrawal form found in the Student Life Office.

No student will be given a refund until the formal check out process is completed and verified with the Director of Residence Life. Refunds are based on weeks enrolled at Blackburn College.

### Refund Schedule

Fall/Spring Term

Through the 1<sup>st</sup> day of classes.....100% refund minus \$100 administrative fee

Through the end of the 1<sup>st</sup> week of classes.....90% refund minus \$100 administrative fee

Through the end of the 2<sup>nd</sup> week of classes....75% refund minus \$100 administrative fee

Through the end of the 3<sup>rd</sup> week of classes.....50% refund minus \$100 administrative fee

Through the end of the 4<sup>th</sup> week of classes....25% refund minus \$100 administrative fee

**No refunds will be made after the fourth week.**

### **Consolidation:**

At the beginning of each semester, students finding themselves without a roommate due to cancellation or withdrawal will be assigned another roommate or may be asked to consolidate by moving to another room. Consolidation occurs at the discretion of the Office of Residence Life. If space allows, students not wishing to consolidate rooms will be given the opportunity to “buy out” the room as a private room for the remainder of the semester.

Residents may not transfer their assignments or permit other persons to occupy their room.

The College reserves the right to increase the capacity of any single-double or double-triple room by the assignment of an additional student or require a student to move from a partial vacancy to another room.

Room changes occur from week 3 through week 5. After week 5 there will be no room changes until week 3 of the spring semester. Room changes must be approved and authorized by the Director of Residence Life. Failure of the student(s) to obtain such authorization will constitute a violation of this agreement, subjecting the student to disciplinary action and/or a fine.

If a resident(s) refuses to accept a roommate or, in the judgment of the College, attempts to force a roommate out of a shared space, the College may require such resident(s) to be responsible for the total cost of the shared space. Residence Life works with roommates in conflict through informal and formal mediation processes to assist residents in embracing differences and in learning life skills.

The resident must keep an available space ready for a roommate to move in. Assigned furniture needs to be available, and the room needs to be reasonably clean. Any special services required to prepare the room for a new roommate will be charged to the resident currently residing in the space.

### **Care of Space, Room and Hall:**

Residents are responsible for the condition of their rooms and all the furnishings which are assigned to that room. Residents are financially responsible for these accommodations and furnishings, and shall reimburse the College for any damages or loss of these items. While a resident, any damages attributed to the student will be billed and paid by the resident as damages are incurred. Residents may also be required to share the expense of repair or replacement of any

common area property (hallways, parlors or bathrooms) when Blackburn College determines it cannot assign liability for such damage or loss and/or when such repairs are determined to be above and beyond normal wear and tear. Charges for damages and cleaning will be determined by the College at its sole discretion. Blackburn College shall notify the student of any such charges and payment is due upon notification. Blackburn College is not liable for any damages to or theft of personal property. If not covered by an existing homeowner's policy, residents are encouraged to purchase a renters' insurance policy for such coverage. Blackburn College partners with National Student Services, Inc. to offer property insurance. More information can be found at the following link: <https://www.worthavegroup.com/email-marketing/CPStudents-EmailHost/LIVE/index.html>.

**Right of Entry and Right to Exclude from Premises:**

The student authorizes Blackburn College to enter the student's room for the purpose of inspection, investigating violations of and enforcing rules, improvement, repair and maintenance, controlling the rooms in the event of epidemic or emergency, and for any other purpose in accordance with the Student Handbook (B-Book). The student expressly acknowledges that Blackburn College may search the student's room when investigating and enforcing violations of the Student Code of Conduct in accordance with the policies and procedures outlined in the Student Handbook (B-Book). In appropriate circumstances, Blackburn College reserves the right to remove immediately, without prior notice, any student whose continued presence in the residential facility presents a substantial risk to the safety or health of self or other residents, or presents a reasonable likelihood of imminent substantial disruption of normal residence activities.

**Termination of contract:**

The housing contract will be terminated:

1. In the case of a student being academically or work suspended.
2. If the student ceases to be enrolled at Blackburn College during the contract period based on their own free will, academic, or work suspension. The contract shall be terminated immediately upon verification of non-enrollment and the student must vacate their assigned room within 24 hours after non-enrollment is verified. Student forfeits housing and dining payments that have been made. See Schedule of Refunds for day 1 through week 4. No refund will be given after the fourth week of classes.
3. Due to medical withdrawal from the College. Residents will be charged the weekly rate until the day they complete all check out procedures including removing all belongings and meeting with a member of the Office of Residence Life. No refund will be given after the fourth week of classes.
4. In the event of a termination of contract. The student must remove all personal belongings from the room, complete a room condition report, and return their room keys to the RA or RD.

**Abandoned Property:**

The College is not responsible for personal property left in the residence rooms after the expiration or cancellation of the contract and will not be responsible for property left in common spaces of the building during the contract period. Property in either area after the student has left for a period of

48 hours will be considered abandoned and will be discarded. The resident will be responsible for any costs incurred by the College for the removal of abandoned property.

**Fire Equipment:**

Students face a minimum of a \$500 fine, disciplinary action, and possible removal from the residence halls and/or College if found tampering with any fire safety equipment.

**Fire Alarms:**

ALL persons must evacuate their buildings when the fire alarm is sounded. This includes drills and false alarms.

Disciplinary action will be imposed if students fail to evacuate their buildings when the fire alarm is activated.

**Legal Obligation:**

The College agrees to provide a space in a room in one of the College's residence halls. The College will try to meet preferences of room assignments; however, no guarantee of a specific assignment is offered or implied.

By signing this Housing and Dining Contract, the student represents they have read and fully understand this contract and the regulations in the Student Handbook (B-Book) applicable to Blackburn College residential facilities. Signing below indicates the student accepts and agrees to abide by the terms and conditions outlined above and those in the Student Handbook (B-Book). This signed contract becomes a binding agreement (a legal contract) between the student and Blackburn College.

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Print Student Name

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Student Signature

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Date