



SAINT LOUIS UNIVERSITY

HOUSING AND RESIDENCE LIFE

2019-2020 Housing Contract Requirements and Eligibility

The University requires all first and second year undergraduate students to reside in on-campus housing. This includes all full time, part time, new freshman, and transfer students. Residency required students will be administratively assigned if no housing contract or approved residency exemption is on file.

Some students may be exempted from the on-campus housing requirement. To be considered for exemption, the student must first submit a Residency Exemption Request and meet the established criteria. The Residency Exemption Request for Fall housing contracts must be received by May 1. The Residency Exemption Request for Spring housing contracts must be received by December 1. Approval from the Department of Housing and Residence Life must be received before an on-campus housing residence is assigned to the student by default. Failure to receive a housing exemption in advance may result in the student receiving a bill for on-campus housing plus a \$50 nonrefundable administrative processing fee.

HOUSING CONTRACT

This is a legally binding agreement between you (“Student”) and Saint Louis University (“University”) that describes the terms under which you may reside in on-campus housing. Your electronic signature on the Student Housing Application signifies your acceptance of all the terms of this Contract. Once your Housing Application is accepted by the University, this Housing Contract is binding for the entire term as outlined herein. Students and/or guardians are urged to review the contract carefully.

1. Parties

This contract is between the Student and, as required for students under 18 years of age, their parent, guardian, or guarantor (hereafter referred to collectively as “Student”) and Saint Louis University (hereafter referred to as “University”) for a housing on the University premises. The Student (or parent, guardian or guarantor) is legally responsible for payment of room and board rates and all other associated housing fees established by Saint Louis University.

2. Term of Housing Contract

This Contract, unless otherwise stated, is for fall and spring semesters. If the Contract is entered into after the beginning of the fall semester, the Housing Contract is effective for the remainder of the academic year. The Housing Contract excludes University break periods during which the residential facilities are closed.

3. Move In and Move Out Procedures

Moving In

Students may begin moving in at 9:00 a.m. on the Friday prior to the first day of class for the fall semester. For the spring semester, students may begin moving in at 9:00 a.m. on the Friday prior to the first day of classes. Students must check in to their assigned room by 5:00 p.m. on the first day of classes each semester. If the student is delayed in arriving, they must notify the Department of Housing and Residence Life. Failure to check in to their assigned space does not void a student’s housing contract.

The Student must submit a completed Room Condition Inventory Form within 24 hours of checking into their assigned space. The Room Condition Inventory Form will indicate the condition of the room, including fixtures and furniture. Failure to complete the Room Condition Inventory Form shall constitute acceptance by the Student of the room, fixtures and furnishings as being in good condition. Upon moving out, the Student agrees to pay for missing furniture or other items provided by the University, repair of any damages beyond normal wear and tear as determined by the University, and restoration of the room and/or furnishings to the condition recorded on the Room Condition Inventory Form. The Student will not make alterations to the space or furniture or other items provided by the University. The Student will also not remove furnishings from the space.

Moving Out

Students must vacate their rooms within 24 hours of their last final exam. The Student must follow the check-out procedures or a \$125 improper check out fee will be added to the Student’s account. In the event a student refuses to vacate the room, the Student consents to the University removing all property from the room and placing it in a storage facility at the Student’s expense. The University will

not be held responsible for any abandoned, stored, or disposed property. This provision shall survive if any part of the Housing Contract is deemed void.

At the end of occupancy, the room will be inspected by the University. The Student is financially responsible for any damaged or missing property, as well as any additional fees for improper cleaning. Students sharing a room will be held jointly responsible and equally liable for damages unless it can be otherwise conclusively determined specific individual(s) should be held exclusively liable.

The University reserves the right to adjust move in/move out dates and times.

4. Fees and Payment

Deposits

The Student must have paid the appropriate enrollment deposit prior to entering into this contract or received a waiver of the deposit. All deposit payments will apply toward the total room and board fees.

Room and Board Fees

The Student agrees to pay all required room and board fees. Room and board fees are billed along with tuition and may be paid to the Student's account prior to the start of each term. Payment is due on the same date as tuition. Room and board fees are set by the Board of Trustees. Failure to pay room and board fees when due may result in actions including, but not limited to, late payment fees, removal from campus housing, cancellation of registration, withholding of grades, diplomas, and transcripts, and/or refusal to permit future registration.

Room and board fees are non-refundable and students will not receive a credit for housing during any period of time when on-campus housing is closed due to a campus emergency or circumstances beyond the control of the University, including but not limited to: weather; interruption of utilities; war; fire, flood, or other acts of God; or strike or work stoppage, whether by the University or other employers.

5. Meal Plans

All students living in on-campus housing facilities are required to purchase a meal plan. The cost of the meal plan is included in the total room and board fee. There are two main types of meal plans. The Residential Meal Plan is for students living in on-campus housing. The Commuter Meal Plan is for students assigned to apartments.

All incoming first year students will be assigned the "All Access" Residential Meal Plan. This plan includes unlimited swipes and \$145 Flex Dollars per semester. All other students living in on-campus

housing may choose a meal plan for which they are eligible. Each meal plan includes different amounts of swipes and/or Flex Dollars.

The University reserves the right to adjust meal plan options, dining hours, and dining locations. The University may provide limited dining options during break periods and during University holidays/special events.

With the exception of incoming first year students (unless they have an approved dietary exemption), students may change their meal plan within the first three weeks of each semester by submitting a meal plan change request in their mySLU portal. The Student should contact Parking and Card Services if they have questions or issues related to their meal plan. The Student agrees to pay any additional fees that may occur as a result of any meal plan changes.

6. Room Assignments, Changes, and Removals

While efforts will be made to meet the placement requests of students, the University reserves the right to make all student housing assignments at its sole discretion, with no guarantee of placement in preferred residence halls. A room assignment will not be made until the \$250 deposit has been received, or the deposit has been waived, and the Housing Contract has been submitted by the Student. The University reserves the right to make room assignment changes at any time when considered necessary by the University.

The Student agrees to comply with all policies and procedures associated with reassignments and room changes. Approved reassignments will occur during designated periods during each semester. A student transferring to another room or building must be approved in advance by the Department of Housing and Residence Life. Any unapproved or improper room changes will result in a \$50 fee.

Room occupancy limits are maintained in accordance with fire safety codes. Maximum occupancy shall be determined by the University. The Department of Housing and Residence Life may move residents for consolidation in response to unforeseen or extraordinary circumstances. If consolidation occurs, the Student agrees to make the change by the designated deadline. In the event there is not another student available to consolidate with, the Student agrees the unoccupied portion of the room will remain vacant, secure, and maintained in a manner that will allow immediate occupancy by another student.

Students assigned to Marchetti Towers Apartments, Village Apartments, or Grand Forest Apartments are required to maintain a minimum grade point average as established by the Department of Housing and Residence Life. In the event a student does not meet the grade point average requirement, the University reserves the right to suspend assignment or to reassign said student.

The University may also invoke an immediate interim removal from campus housing if the Director of Housing and Residence Life or designee concludes such action is necessary. This removal may occur

prior to and continue until the University has determined the outcome of any formal disciplinary proceedings.

7. Residency Related Terms

Personal Property

The Student assumes all responsibility for personal property and that of guests. The University does not assume any legal obligation for lost, stolen or damaged property in its buildings or on its grounds. Students are encouraged to carry appropriate insurance to cover such losses.

Condition

The Student agrees to maintain and clean the assigned housing space. The Student is financially responsible for any damage that is caused to the housing space during their period of residence.

Communal Areas

The Student agrees to take every precaution to assure communal property is not abused. This includes, but is not limited to, hallways, bathrooms, stairwells, elevators, lounges, study rooms, kitchens, utility rooms and laundry rooms. The Student is financially responsible for any damage or missing property they cause to communal property. If a communal area is damaged and the party responsible cannot be identified, all surrounding residents will be held equally financially responsible for the damage, unless it can be otherwise conclusively determined specific individual(s) should be held exclusively liable.

Use of Space

All rooms and facilities shall be used for residential purposes as designated by the University. The University reserves the right to determine appropriate use of all lounges and common areas in the housing facilities.

Break Periods

Official University breaks include Thanksgiving Break, Winter Break, and Spring Break. Specific dates may be found on the Department of Housing and Residence Life website at <https://www.slu.edu/housing/living/move/index.php>.

Students must vacate their rooms by 8:00 p.m. on the last day of classes before the break begins with the exception of Grand Forest Apartments, the Griesedieck Complex, Marchetti Towers, Marguerite Hall, Robert May Hall, Spring Hall, and the Village Apartments. These buildings will remain open during University breaks. If a student requires housing during a break period, they may request to be permanently reassigned to a building that stays open.

Entry

The University reserves the right to enter residential rooms for inspection of facilities, maintenance, ensuring safety and welfare of students, leaving notices, and upholding University rules and regulations. This may include reasonable searches. The University is not obligated to give advanced notice to enter any living space.

Keys

Room keys must be returned when occupancy is terminated. If a Student fails to return a key, a fee of \$75.00 will be charged to the Student's account. The Student agrees not to loan or duplicate keys that have been issued by the University. Any lost or stolen key must be reported immediately. Room keys remain the property of the University at all times.

8. Cancellation, Contract Release and Breakage Fee

Cancellation

Students that are not required to live on campus may request to cancel their on-campus housing but must do so within 30 days of submitting their Housing Contract. Students that are required to live on campus may only cancel their housing contract if approved for residency exemption. No cancellations for reasons of residency exemption may be submitted after May 1.

All requests for cancellation of the Housing Contract shall be submitted in writing to the Department of Housing and Residence Life. Cancellations are accepted via email at reslife@slu.edu. All approved cancellations will be subject to a \$200 cancellation fee.

Contract Release

Outside of the cancellation period, housing contracts may only be cancelled for registered students under extenuating circumstances. Students who believe they meet this criteria must submit a Contract Release Request.

A completed Contract Release Request will be reviewed once it has been received and the Student will receive a written decision from the Department of Housing and Residence Life. Submission of a request for contract release does not guarantee release from the Housing Contract. Such requests will be considered on a case-by-case basis. The Contract Release Appeals Committee has the exclusive authority and discretion to grant a request for contract release, and a request will only be approved in exceptional cases. Students approved for a contract release will be subject to a \$200 cancellation fee which will be charged to their student account, and room and board fees will be prorated according to the university's refund schedule.

A student's failure to enroll in classes or changing from full-time to part-time does not cancel the Housing Contract. If a Student chooses not to enroll in classes, they must still submit a Contract Release Request.

Other examples of when a student must submit a Contract Release Request include, but are not limited to, the following events:

- a. Voluntarily withdrawing from the University;
- b. Not being permitted to register for classes due to an academic restriction;
- c. Studying abroad;
- d. Completing a practicum more than 50 miles from the student's residential assignment;
- e. Fulfilling military service more than 50 miles from the student's residential assignment; or
- f. Suspension or dismissal from the University.

Note: If the Student is suspended or dismissed from the University, they must vacate and properly check out of the assigned space within 24 hours of such notification. Students who are suspended or dismissed from the university are not eligible for a refund of their housing costs for the full period of the contract.

Any occurrence that prevents the University from temporarily rendering full performance under this Contract – such as war; acts of terrorism; fire, flood, or other acts of God; strike or work stoppage (whether by employees of the University or another employer) – shall not constitute grounds for cancellation of this Contract by the Student.

Breakage Fee

A Student may request to break this contract for the non-negotiable rate of \$5,000 for a full academic year. The rate will be adjusted based on the date the contract breakage is effective:

August 23, 2019, to September 29, 2019: \$5,000

September 30, 2019, to December 17, 2019: \$3,750

January 10, 2019, to March 1, 2019: \$2,500

March 2, 2019, to May 12: \$1,250

All requests to break the Housing Contract shall be submitted in writing to the Department of Housing and Residence Life. Requests are accepted via email at reslife@slu.edu. The request will be reviewed once it has been received and the Student will receive a written decision from the Department of Housing and Residence Life. Submission of a request to break the Housing Contract does not guarantee breakage of the contract. Such requests will be considered on a case-by-case basis.

The effective date of the contract breakage will be determined based upon when the Student officially vacates the assigned housing space. If the Student requests a contract breakage prior to the start of the fall semester, August 23, 2019, will be the breakage effective date. When the breakage effective date is after the start of the semester, students will be billed the breakage fee plus the daily rate for the time they occupied their space.

9. Student Conduct

The Student agrees to abide by the terms of this contract and comply with all Housing and Residence Life policies, meal plan policies and procedures, all University policies, and procedures, and the University's Community Standards, all of which are made part of this Contract by reference. The University reserves the right to change its rules, policies and procedures without advance notice at any time. The Student agrees to comply with all federal, state, and local laws, regulations, and ordinances while in residence and shall not make or permit any use of the room or of any part of the residential facility which would violate civil law or University regulations, would be dangerous or potentially dangerous to life, limb, or property, or would interfere with the study, sleep, or comfort of any resident of the facility.

The Student agrees all rooms and facilities shall be used for residential purposes as designated by the University and not for any other use, including but not limited to, commercial or other business uses. The Student agrees to comply promptly and fully with verbal or written instructions of University employees and to act as a responsible member of their on-campus housing community.

10. Specific Terms for Robert May Hall

Robert May Hall is reserved for graduate and professional students. The housing term begins in August (Fall), January (Spring), or May (Summer) and is effective for a full year. Robert May Hall is not closed during University break periods. Students residing in Robert May Hall must vacate their room no later than July 31st (Fall), December 20th (Spring), or May 15th (Summer), based on the term during which the contract begins.

Students living in Robert May Hall are not eligible for sublease, cancellation, or contract release, but may request buy-out of their contract and pay the breakage fee.

I HAVE READ AND UNDERSTAND THIS AGREEMENT. BY SELECTING THE "I AGREE" BUTTON BELOW, I AM AGREEING TO THE TERMS AND CONDITIONS OF THE UNIVERSITY'S HOUSING CONTRACT.

IF I AM UNDER THE AGE OF 18 YEARS, I AGREE CLICKING THE "I AGREE" BUTTON AND PROVIDING AN ELECTRONIC SIGNATURE, I CERTIFY THAT A LEGAL PARENT OR GUARDIAN HAS READ AND AGREED TO THE TERMS AND CONDITIONS OF THIS CONTRACT.