



## 2023-2024 Student Housing and Residence Life Contract

This Contract for Student Housing and Residence Life is an agreement between You including your parent or guardian signing on your behalf (also referred to as Resident) and the Cameron University ("University") You are responsible for reading and understanding this Contract, the policies and procedures identified on the University's Housing and Residence Life website: <https://www.cameron.edu/housing>, and other housing-related materials distributed or provided to You. Failure to read or understand this information does not excuse You from complying with this Agreement. Your signature (electronic or wet ink), acknowledgement, or payment of fees or other charges indicate Your acceptance of this Agreement.

<b>PLEASE PRINT OR TYPE</b>	CU ID# _____		
Resident Name: _____			
Last	First	Middle	
Please Mark:	<b>Fall and Spring</b>	<b>Spring Only</b>	<b>Summer Only</b>
Resident Signature: _____		Date: _____	
_____ Name (print) of Parent or Guardian if resident is under 18 years of age at the time contract is signed.		_____ Signature of Parent or Guardian if resident is under 18 years of age by the first day of class.	

### GENERAL

1. **OCCUPANCY.** (a) Except as otherwise permitted in writing, only students, as designated by the University, enrolled or participating in classes, courses, or other programs at the University are permitted to reside in University Housing. Students not meeting the required eligibility requirements may be permitted to reside in University Housing upon the Director of Student Housing and Residence Life's approval. (b) Rooms may be occupied **ONLY** by Residents to whom they are assigned. Room changes and building transfers may be allowed only after receiving the Director of Student Housing and Residence Life, or their designee's, written approval. (c) Occupancy between semesters may be granted under a separate contract. Contact the Office of Student Housing and Residence Life for more information. (d) All residents are required to purchase a meal plan. There are multiple options provided. Please visit <https://www.cameron.edu/housing> for full information on dining options.

2. **TERM OF OCCUPANCY.** The Term of Occupancy is set forth below.

#### Cameron Village

- Fall and Spring: August 11, 2023 at 10:00 a.m. - May 6, 2024 at 12:00 p.m.
- Spring: January 6, 2024 at 10:00 a.m. - May 4, 2024 at 12:00 p.m.
- Summer: May 26, 2024 at 10:00 a.m. - July 19, 2024 at 12:00 p.m.

#### Shepler

- Fall: August 11, 2023 at 10:00 a.m. - December 09, 2023 at 12:00 p.m.
- Spring: January 6, 2024 at 10:00 a.m. - May 4, 2024 at 12:00 p.m.

3. **UNIVERSITY RESPONSIBILITIES.** (a) The University, in compliance with all applicable federal and state laws and regulations, will not discriminate against you or others on the basis of race, color, national origin, sex, sexual orientation, genetic information, gender identity, gender expression, age, religion, disability, political beliefs, or status as a veteran in any of its policies, practices or procedures. This includes, but is not limited to, housing, admissions, employment, financial aid, and educational services. (b) Under Oklahoma law, the University is not a landlord, and this Contract does not create a landlord-tenant relationship. (c) The University will provide you with University Housing (based on availability) in which You may reside subject to the terms and conditions set out in this Contract. (d) The University will provide utilities, maintenance, and repairs to Your assigned room or unit, including providing pest control. From time to time, certain other improvements may also be necessary. Maintenance, repairs, or improvements to the Your assigned room or unit may occur while You are occupying the Unit, and in some cases can require relocation.

4. **RESIDENT RESPONSIBILITIES.** (a) You agree to follow state and federal laws and University policies, including, but not limited to, the Student Code, the Academic Code, the Housing Policy, and community living guides, public, health, fire, and safety policies and orders, and other applicable policies as implemented by the University, including any amendments to the foregoing. (b) You agree to observe and follow the University housing policies, community living guidelines, and other applicable University policies. (b) You must respect other's rights to use and enjoy University Housing and facilities, especially their right to access facilities and live in clean and safe environments free from excessive noise. (c) You, assigned roommates, and permitted guests are the only individuals permitted to occupy the Unit. You cannot sublease or license any part of the Unit or other areas to another person. (d) You understand this Contract is a binding, legal obligation and that you will honor its terms, including making all payments for housing, food services, and other charges as set forth in the Contract. (e) You are responsible for the conduct of Your guests and invitees while they are in the Unit and other housing and food service facilities. You must always escort them. You understand that if Your guest or invitee violates University policy, You may be in violation of this Contract and can be held responsible for their conduct. (f) You may use the Unit and all common areas only for residential purposes.
5. **CHARGES AND PAYMENT.** (a) Rates for Your housing, meal plan, and other fee rates are published at <https://www.cameron.edu/housing/rates>. You are responsible for paying the rates and all other charges You accrue in connection with this Contract and other housing services. (b) All fees, charges, and/or fines associated with housing occupancy are charged to Your Cameron University account. All financial liabilities are considered due to Cameron University and are subject to University established late fees and/or interest charges. (c) Any unpaid balance including tuition or fees may be taken out of the Resident's housing deposit at the time of clearance and may be turned over to an outside collection agency for payment. In such event, Resident will be responsible for any collection or agency fees (which may be based on a percentage of the delinquent balance, not to exceed 40%), costs of collections, and reasonable attorney's fees. In addition, the University may initiate legal action to recover possession of the room/apartment, all outstanding charges, property damage (if any), and any other fees or costs to which it is entitled under Oklahoma law.
6. **DEPOSITS & RESERVATION FEE.** (a) Students are required to make a \$200 security deposit for any University managed Housing. For new Housing applicants, if a contract is cancelled after the first date of occupancy, for the given semester, the deposit is non-refundable. For all returning Residents, if a contract is cancelled after the first date of occupancy for the fall semester, the deposit is non-refundable. Deposits submitted after deadline dates will be forfeited in the event of a cancellation. (b) In addition to the security deposit, You must make the payment set forth below to reserve a room or unit.

<b>Semester</b>	<b>Amount</b>
Fall	A minimum \$600 payment must be paid by 5:00 p.m. on August 1. Any Resident that has not paid this payment by the August 2 deadline will forfeit their room assignment. Those making payment with some form of financial aid (to include scholarships) must make arrangements with the Office of Student Housing and Residence Life prior to August 1 <sup>st</sup> to maintain good standing. If your financial aid or scholarships is insufficient to cover the charges, You are still responsible for the unpaid portion. All Student Housing and Residence Life account balances must be paid in full prior to September 30. Interest charges of 1.5% will be assessed monthly on outstanding balances beginning September 30.
Spring	No pre-payment is required for continuing Residents. New Residents will be required to make a \$600 minimum payment prior to move-in. All Student Housing and Residence Life account balances must be paid in full prior to February 28. Interest charges of 1.5% will be assessed monthly on outstanding balances beginning February 28.
Summer	No pre-payment will be required for continuing Residents. New Residents are required to make a \$300 minimum payment prior to move-in. All Student Housing and Residence Life account balances must be paid in full prior to June 30. Interest charges of 1.5% will be assessed monthly on outstanding balances beginning June 30.

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## **FACILITIES**

7. **CARE OF FACILITIES.** (a) You and Your roommates are jointly responsible for the room or unit and its common areas. This means if there is violation of this Contract, You can both be held responsible. (b) You are responsible for all damages to Your unit, furniture, and fixtures, including a prorated share of damage to the Unit's common areas. You are not responsible for damages to Unit, furniture, and other fixtures resulting from ordinary use, wear, and tear. (c) You and Your roommates are also expected to keep the Unit, including Unit common areas, reasonably clean, neat, and uncluttered. Failure to maintain a clean room or unit may result in fines or other fees. (d) You may not alter or change the room unless authorized in writing by the Director of Student Housing and Residence Life. (e) Because the University receives federal funds, it is required to adhere to the Federal Drug-Free Schools and Communities Act (DFSC). The DFSC requires the University to prohibit the use of illegal drugs on campus. Federal law still classifies marijuana as an illegal drug. Oklahoma laws permitting the possession, use, or distribution of marijuana do not change the University's obligation

under the DFSC. Accordingly, You may not possess, use, or distribute marijuana in University property, including Your unit and other housing facilities or areas.

8. **LIABILITY AND INDEMNIFICATION.** (a) The University is not responsible for the loss or damage to any of Your personal belongings or property regardless of the cause. You are encouraged to obtain renters or other insurance coverage to protect against damages or loss. (b) The Resident agrees to hold harmless and indemnify the University for any claims or damages payable as a result of the negligence or other acts of the Resident. (c) Any Resident who fails to pay for damages assessed will not be permitted to register for classes, nor will such Resident be issued an official transcript, until damage assessments are paid in full.
9. **ADMINISTRATION AND INSPECTION.** Although You have a limited right of privacy in Your room or unit, the University reserves the right to enter the room or unit at any time in cases of an emergency, for maintenance, repairs, and inspections, to perform pest control, cleaning, safety and health inspections, welfare checks, as authorized by another occupant, to retrieve University property, or when a University official has reasonable grounds to believe that You, another occupant, guest, or invitee is or may be violating a University policy or the law. If the University needs access to the Unit for maintenance, to make repairs, or to perform pest control, the University will use its best efforts to provide You with reasonable notice of the time the University will access Your room or unit and what it will be performing.

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## TERMINATION

10. **TERMINATION OR RELEASE BY RESIDENT.** (a) This is a legal, binding agreement. Unless otherwise stated in the Contract, You cannot cancel, terminate, or be released from this Contract unless You completely withdraw from classes, get married during the academic year, graduate, or are released by the Director of Housing and Residence Life, or their designee. You are responsible for making any cancellation or release requests and providing supporting documentation. (b) Upon receiving the written request and supporting documentation for a release, the Office of Student Housing and Residence Life will review Your request and respond in writing within three (3) business days. Releases are at the University's sole discretion and will be granted only under extreme and extenuating circumstances. (c) If You are enrolled in classes and terminate your Contract on or after the first day of the academic term you will incur the charges set forth below and forfeit Your \$200 deposit. (d) In calculating any refund due, the University shall be entitled to set-off for any amounts due from the Resident for any reason, including but not limited to tuition, mandatory and academic service fees, library, and parking fees.

### Termination & Release Fees

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| <ul style="list-style-type: none"><li>• The greater of (i) meal plan charges used by the Resident or (ii) the amount the University has been charged by Food Services, PLUS</li></ul>  |
| <ul style="list-style-type: none"><li>• Charged for a portion of the total housing cost based on the termination date as set forth below, PLUS<ul style="list-style-type: none"><li>○ 1<sup>st</sup> week of the academic term: 20% of total housing cost</li><li>○ 2<sup>nd</sup> week of the academic term: 40% of total housing cost</li><li>○ 3<sup>rd</sup> week of the academic term: 60% of total housing cost</li><li>○ 4<sup>th</sup> week of the academic term: 80% of total housing cost</li><li>○ 5<sup>th</sup> week of the academic term and later: 100% of total housing cost</li></ul></li></ul> |
| <ul style="list-style-type: none"><li>• If a Resident terminates their contract for the spring semester during the fall semester and is still enrolled in classes, You will be required to pay 20% of the total, remaining housing costs.</li></ul>  |

11. **TERMINATION BY UNIVERSITY.** (a) The University may terminate this Contract if You violate the terms of this Contract, any state or federal law, or any University policy, rule, regulation, or directive, including, but not limited to, failure to make any payment when due or for falling below applicable enrollment requirements. (b) Residents whose Contract was terminated by the University are subject to the same charges as set forth above.
12. **RELEASE FROM CONTRACT.** If Your request for release from the Contract is granted and after completion of proper clearance procedures, the Resident will be obligated to pay for room charges accumulated from the start of the Contract through date of checkout, a cancellation fee of 20% of the remaining balance of the Contract, and the deposit is forfeited. If the Resident moves prior to a release, charges will accumulate until a release is approved.
13. **FORCE MAJUERE EVENT.** If your room/apartment is damaged, unavailable, or made uninhabitable because of unforeseen circumstances beyond each Your or the University's reasonable control, including, but not limited to: National Weather Service forecasted weather events, hurricanes, tsunami, floods, ice storms, lightning, landslide or similarly cataclysmic occurrence, or other acts of God; extended power outages; epidemics, pandemics, or related outbreaks if declared by the World Health Organization or federal government; county, state, or national declaration(s) of emergency as issued by an authorized government entity; war, acts of terrorism, or acts of public enemies; sabotage, riots or civil disturbances; or material destruction of facilities, this Contract is terminated at no cost or expense to You or the University. Notwithstanding anything to the contrary, this Contract is not terminable under this paragraph if the University offers or provides an alternative room or living arrangements within 90 days of the unforeseen event's occurrence.

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## **RULES AND REGULATIONS**

14. **REMOVAL OF PROPERTY.** Any personal property or belongings remaining in the Unit or its common areas for more than thirty (30) days after you move out will be deemed abandoned. The University is not responsible for any loss or damage to Your belongings or personal property after You move out. You may be charged for storage, removal, or destruction of abandoned property. The University reserves the right to dispose of abandoned property, including, but not limited to, keeping, selling, donating, or destroying the property. The University reserves the right to retain the proceeds from any property disposal.
15. **VACATING THE ROOM OR UNIT.** (a) Regardless of the reason, when You move out of the room or unit, You are required to ensure it, including common areas, furniture, and fixtures, is in as good a condition as they were when You moved in (absent ordinary wear and tear), the Unit and common areas are clean and sanitary, and all Your personal belongings and property are removed. (b) If the University is required to clean the Unit after You move out, You will be charged a \$200 cleaning fee, or in the case of common area a prorated portion of that fee. You may also be charged for any required or necessary repairs.

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## **POLICY**

16. **MISCELLANEOUS.** (a) From time to time, the University may be required to amend, modify, or change this Contract or University policies. These amendments, modifications, or changes are hereby incorporated into this Contract and You agree to be bound to them. (b) Your name, postal and email address, and telephone number are considered public directory information, unless a FERPA restriction is placed on this data. If You wish to restrict some or all this directory information You must complete the appropriate forms. (c) The University is not required to pursue every violation of this Contract. The University's decision not to or failure to pursue any violation of this Contract is not a waiver of the University's right to subsequently insist on performance or pursue any remedy allowed by this Contract or law. (d) You are permitted to use the University's networks and information technology systems, subject to all applicable laws and University policies. The University is not an Internet Service Provider. (e) All notices, correspondence, and other communications required under this Contract will be made to Your "cameron.edu" email account. You are responsible for checking this email account and all information the University sends to You using this account. Failure to check Your account or forwarding emails to another account is not an excuse for missed action on University business. You should also use this account for conducting all University-related business.

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