

The Office of Student Organizations and Greek Life

College Owned/Maintained Housing Contract

2007-2008 Academic Year

This agreement is made between the residential student and the Office of Student Organizations and Greek Life on behalf of Randolph-Macon College in order to establish a mutual agreement concerning College owned/maintained housing. The student agrees to abide by all provisions of this contract. Questions concerning interpretation should be directed to the Office of Student Organizations and Greek Life (804-752-7318). The College agrees to furnish to the student a housing space in accordance with the terms of this contract. The parties to this contract do not intend that an estate, a tenancy, or any other interest in property should pass from the College to the student, nor is it intended that a usufruct be granted to the student. Instead, it is the intention of the parties that the relationship between the College and the student be that of licensor and licensee and that the sole right of the student to use his/her assigned room as a living unit shall be based upon the license granted in this contract.

PLEASE READ THIS DOCUMENT CAREFULLY BEFORE SIGNING

Eligibility

1. Must be enrolled as a full-time student (12 credits or more during Fall and Spring semesters, three credits during January Term) on the Randolph-Macon College campus in order to live in College owned housing.
2. Upon the loss of eligibility, agree to withdraw from College owned housing within 24 hours. Exceptions to remain in college owned housing are determined by the Director of Student Organizations and Greek Life or designee on a case-by-case basis. The cancellation and release provisions described elsewhere in this contract will determine your remaining obligations. All contract releases will be issued in a written document identifying the terms of release.
3. Must be an initiated member of the organization assigned to the facility in order to remain in Residency

Duration

1. No student will be assigned or allowed to occupy a room until the College receives the signed acceptance of this agreement.
2. This agreement becomes effective upon the student's signing the office copy and returning it to the College. This contract is binding from the date of the College's acceptance until the closing of College owned housing at the end of the academic year.
3. Unless an extension is authorized by the Director of Student Organizations and Greek Life or designee, as in the case of a graduating senior, a student will officially check out of his/her assigned space within 24 hours of his/her last final examination or release from this contract.
4. Residential students may occupy assigned spaces from the official opening to the official closing of College owned housing, according to the dates published in the College academic calendar or until their last scheduled examinations, whichever occurs first.
5. A student is regarded as occupying a space when he/she moves and/or checks into a room, and until such time as he/she complies with all established procedures and vacates the room completely.
6. College owned housing is closed during Thanksgiving, Winter Break, J-Term and Spring Break. Consideration may be given to students who need to remain on campus during these periods for College sponsored activities. All requests for consideration must be put in writing and submitted to the Office of Student Organizations and Greek Life by the designated deadline for such requests.

Room Assignments

1. Under this agreement, a residential student is entitled to the use of an assigned space in a furnished room in College owned housing, the use of public areas within College owned housing, and the applicable programs/services rendered by the Office of Student Organizations and Greek Life in order to pursue educational goals. Student is financially responsible for the same.
2. Room assignments are made by the individual procedures of the fraternity or sorority chapter. No specific assignment based upon request is guaranteed or implied.
3. If the College is unable to provide you with the room tentatively assigned, you agree to accept reassignment to another room.
4. Randolph-Macon College reserves the right to change room assignments, adjust accommodations or consolidate vacancies for any reason it deems appropriate. An assignment change on the part of the College shall not constitute a breach of agreement.
5. If vacancies occur in a double, the fraternity must fill the room to the administrative capacity as Determined by the Director of Student Organizations and Greek Life, the College Treasurer, and the Fraternity or Sorority Housing Corporation.
6. Room changes can be made by the organization by notifying the Office of Student Organizations and Greek Life. Unauthorized changes may result in a fine (see Fishtales).
7. The College does not provide housing for resident students under this agreement during Thanksgiving Break, Winter Break, J-Term Break or Spring Break.
8. Students may not sublease rooms to other people.
9. Occupancy of a room is limited to the resident(s) assigned to that room. The room will only be used as a living space, and the space will not be temporarily or permanently loaned to or occupied by any person not assigned to that room. Guest policies are outlined in Fishtales.
10. Housing requests to meet accommodations for disabilities should be submitted to the Office of Disability Services.

Conduct

1. Agree to become aware of and observe all published rules of conduct. This specifically includes policies outlined in the student handbook, Fishtales. Policy violations may result in disciplinary process as outlined in Fishtales.
2. Agree to comply with all Federal, State, and local laws while in residence.
3. If the residential student is required to leave College owned housing for violations of a provision(s) of this agreement, when the College exercises its sole option to cancel your agreement, the student understands that they will not be eligible to receive any refund of housing monies.

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Care of Facilities and Damages

1. Students are responsible for keeping their room sanitary and safe and agree to report any deteriorated condition(s) to the room and/or its furnishings to the Office of Student Organizations and Greek Life.
2. The commercial use of rooms or any part of the College owned housing facilities is prohibited.
3. Agree to be directly and financially responsible for keeping your room and its furnishings free from damage and to cooperate with roommate(s) and other residents in the protection of common area property.
4. Student will be billed for damages and/or alterations to or the unauthorized use of your assigned room, the loss of furnishings and equipments assigned to your use, or any cleaning necessary due to the improper care of your room or the furnishings.
5. Student is to report the loss of your assigned room key to the Office of Student Organizations and Greek Life immediately, and agree to pay the key deposit for a replacement key.
6. When common areas and equipment of College owned housing are damaged, and the person(s) responsible cannot be identified, residents may be held collectively responsible for the damages. Common areas include but not limited to: hallways, walkways, stairwells, bathrooms, lounges, kitchens, and recreation rooms.
7. In the event that individual responsibility for damage in a room cannot be ascertained, both roommates will be held accountable.
8. The College has the right to inspect for damages prior to any checkout period.
9. Understand that students are responsible for possessing their room key at all times. College staff is not responsible for keying into students room if they are locked out.
10. Students may choose to complete a Room Condition Report upon move-in and with any room change or reassignment within the specific time period as determined by the Office of Student Organizations and Greek Life.

Liability

1. Randolph-Macon College does not assume the responsibility for any theft, loss, failure or interruption of utilities, or damage to persons or personal property in the College owned housing.
2. Students are encouraged to secure personal property or renter's insurance.

Room Entry

1. Randolph-Macon College will make every reasonable effort to respect your privacy in your room. The College reserves the right to enter student rooms for the purpose of maintenance, verification of occupancy, improvements, cleaning, pest control, recovery of unauthorized College owned property, to preserve campus order, to insure compliance with College fire and safety inspections as necessary for the health and general welfare of the community, and for the protection of College property.

Agreement Payment and Fees

1. Placement in Greek Housing is available only to students who have recurred a space in the Fall Academic class by paying a reservation deposit charged by the Business Office and who are members of the organization.
2. Room fees will be billed with tuition, board, and other fees by the Business Office based on assignment information secured from the Office of Student Organizations and Greek Life.
3. Failure to make the required payment does not relieve you from the obligations and duties of this agreement. The College's option to enforce this agreement by actions such as denial of transcript, participation in commencement exercises or future registration does not terminate this agreement or release you from any liability for payments under this agreement or the performance of any condition of term provided herein.

Agreement Cancellation

1. Compliance with the provisions of this agreement, the policies of Randolph-Macon College and the Office of Student Organizations and Greek Life is a condition of this agreement. The College may exercise its sole option with reasonable notice to cancel this agreement for the violation of any condition(s) of this contract.
2. Payment of all charges assessed against you by the Office of Student Organizations and Greek Life is a condition of this agreement.
3. Failure to properly maintain the physical condition of your room and/or the display of disruptive, irresponsible or inconsiderate behavior which constitutes a detriment to orderly community living or a hazard to the safety of this community is cause for immediate removal or transfer from the College owned housing community on a permanent or temporary basis.
4. Failure to claim an assigned space by the first day of classes could result in reassignment or loss of College owned housing space, but does not constitute cancellation of this agreement.

Storage of Personal Goods


1. Randolph-Macon College does NOT provide storage space over summer or other breaks. The College is not liable for any personal items left in college owned housing over such breaks.
2. Randolph-Macon College may dispose of all such abandoned personal property in any manner it shall deem proper, and the College is hereby relieved of all liability

Student Activities and Greek Life Housing Policies

1. Agree to abide by all College owned housing policies and the Code of Student Conduct as stated in Fishtales.
2. Through the first month of the academic year there will be a residential room freeze. A residential room freeze means there will be no switching of assigned rooms before the completion of the first month of the academic year.
3. Once a student has registered for a term, no refund for housing for that term will be made.

Meal Plan Policies

1. Students living in on campus housing; this includes all residence halls, Special Interest Houses, and Greek Houses must be on a College Meal Plan. Students must be on either the 19/week, 14/week, 10/week plan, or the Block 350 plan.
2. Students living on Mullen Drive or in the Senior Townhouses are not required to be on a College Meal Plan.



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By signing this agreement, the student hereby contracts for a space in a Randolph-Macon College residential space and agrees to pay rent at the rates established by the College as specified in their financial agreement. By signing this Agreement, the student understands that this Agreement may not be terminated without approval of the Director of Student Organizations and Greek Life or his/her designee. If the room is abandoned without approval, obligation to pay rent for the time enrolled during the Agreement period will be continued.

IMPORTANT: Please read carefully the contract terms, conditions, and responsibilities enclosed in this contract BEFORE SIGNING. This is a binding contract. I certify that I have read, understand, and agree to the terms, conditions, and responsibilities as noted on this Contract, and rules and regulations as stated in Fish Tales. I further understand that this is a binding contract from the dates signed and that if I leave the residential facilities to move off campus, have my privilege to live on campus revoked, or move to a non-College owned fraternity or sorority house, I will not receive a refund on my residential facilities fees. After signing this contract, if I give written notice to the College that I will not be returning to the College or living in my assigned Greek House, I will be refunded no part of the \$300 Pre-registration Deposit. Questions concerning the Pre-registration Deposit should be directed to the Business Office.

Students Name (Please Print)

Housing Assignment

RMC Student ID Number

RMC Box Number

Student Signature

Date