

HOUSING APPLICATION CONTRACT AND NORTHWEST NAZARENE UNIVERSITY TERMS AND CONDITIONS OF OCCUPANCY

/// (Please keep this information for your files) ///

The undersigned student certifies he/she has read and agrees to the following terms and conditions for a room and board at Northwest Nazarene University.

A. General Conditions

1. The application for residence hall assignment is for the entire school year as defined in the official university calendar (fall and spring semesters), and a \$50 Contingency/Room Deposit fee is necessary in order to have a room assignment made.
2. The \$50 Contingency Deposit is included in the New Student Advanced Deposit of \$250 and is required of all students living in a residence hall or not, and will be held on deposit until such time as the student graduates, or withdraws from school. At that time only, will the contingency/housing deposit be refunded to the student.
3. Students who have not yet reached the age of 21 years and wish to live off campus must petition through the Exceptions Committee.

B. Room Assignment

1. As a standard procedure, students are assigned according to room capacity (2,3, or 4 to a room) and are expected to accommodate the roommate(s) assigned by the Director of Residential Life. Room assignments are made according to (a) space available, and (b) in the order in which the completed housing contract and New Student Advanced Deposit of \$250 is received. It is to the student's advantage to complete and return both of these items immediately to the Student Development Office.
2. The university reserves the right to refuse any application due to lack of available space, at which time the student will be notified.
3. The university further reserves the right to change room assignments at any time due to the interest of health, discipline, management or general welfare of the students.
4. Single room occupancy, **when available**, involves an additional charge of \$250 per semester.

C. Term of Occupancy

1. Residence halls will normally be open @ 1:00 p.m. to receive students on the day prior to class registration day each semester, and will remain open until 12 noon on the day following the last day of finals in each semester.
2. The residence halls will be **CLOSED** during the breaks between first and second semester, and during spring break.

D. University Management

The university reserves the right of entry by authorized personnel, under adopted procedures, to make necessary inspections for management, maintenance, safety, sanitation, welfare and conduct.

E. Community Living Standard

1. Health and Safety
 - a. In accordance with state, county and city laws, all weapons, including firearms, ammunition, fireworks and explosives, are not permitted in the residence hall rooms. Storage of same may be done through the Director of Security.
 - b. Inflammable materials (e.g. gasoline, cleaning solvents, etc.) may **not** be kept in the residence halls.
 - c. No burning substances or flames (such as candles, lamps, and incense) are to be used in the residence halls.

- d. Fire fighting equipment is to be used only in the event of fire. Every student is expected to participate in fire drills as organized.
 - e. No pets are allowed in or around the residence halls (except fish).
 - f. Repairs or alterations to the structures or equipment are to be made only by university personnel.
 - h. Storage of personal property shall be in a manner prescribed by the university.
2. **Furnishings and Equipment**
- a. The student must furnish his/her own blankets, towels, bedspread, sheets, pillows, and pillowcases.
 - b. Non-regulation bunk beds are not allowed in residence halls.
 - c. The student agrees to give proper care to his/her room and its furnishings and equipment, and to make prompt payment for any damages. Charges for loss of equipment, damages to or defacement of any area in common use (such as lounges, recreation rooms, halls, bathrooms) may be assessed equally against residents of the area. Furniture may not be moved in or out of the student's room or public areas without permission of the Resident Director.
 - d. All residence hall students are required to obey all policies of conduct and lifestyle as certified by their signature on the application for admission to Northwest Nazarene University.

F. Food Service

1. All on-campus residents are required to carry a meal plan. Meals will be provided on the basis of the following plan. (The meal plan is reviewed annually, and thus is subject to change.) Cafeteria hours are 7:15am-10am – Breakfast; 11am-2pm: Lunch; 5pm-7pm: Dinner; 8:30pm-10pm: Late Night (M-TH only). Saturday: 10:30am-1pm: Brunch; 5pm-6pm: Dinner. Sunday: 11:30am-1:30pm: Brunch; 5pm-6:30pm: Dinner. Meals will be provided on the basis of the following plan. (*The meal plan is reviewed annually, and thus is subject to change*).
 - Platinum Plan – Unlimited entries between 7am-10pm, plus \$50 Flex dollars per semester.
 - Gold Plan – 19 entries per week, plus \$50 Flex dollars per semester.
 - Silver Plan – 12 entries per week, plus \$50 Flex dollars per semester.
 - Bronze – 120 meals/entries per semester, plus \$65 Flex dollars per semester.
 - Copper – 70 meals/entries per semester, plus \$50 Flex dollars per semester.**Flex dollars will be good at Amity Perk and main dining room. Dollars can be added at any time during the semester.*
2. Meal plan appeals can be made only through the last day to add classes each term. (Please refer to your school activity calendar.)

G. Contingency Deposit Refund

1. The university may transact business such as refunding deposits, etc., with a minor unless otherwise directed in writing by the parent or guardian.
2. It is understood that the Contingency Deposit will be refunded under the following conditions:
 - a. If this contract is not accepted by the university, or
 - b. if the student cancels the reservation in writing to the Office of Student Development 30 days prior to the beginning of the next term.
3. If a student withdraws from the university during the term, room and board refunds will be set according to the official dates that the room was last occupied and the meal ticket is voided by the dining hall manager.

NOTE: All exceptions to the above terms and conditions must have the approval of the Director of Residential Life, Northwest Nazarene University.