

## Housing & Dining Services Residence Hall Academic Year Contract, 2017-18

Applicant's Name \_\_\_\_\_  
Last First Middle Student Identification Number

I have read and agree to the terms of this contract \_\_\_\_\_  
Student Signature Parent or Guardian Signature if Student is Under Age 18 Date

**DO NOT WRITE BELOW THIS LINE**

Accepted for the Regents of the University of Colorado \_\_\_\_\_  
Signature Date

*Supplement to the University of Colorado Catalog*

### EXECUTION OF THIS CONTRACT

Applicants must complete, sign, and submit this contract, along with a completed Housing & Dining Services application, and a \$300 security deposit. **The \$300 is forfeited if at any time this contract is not fulfilled, unless cancelled in writing by May 31, 2017.**

This contract will be effective, and assignments confirmed, only upon applicant's completion of and deposit payment for the Housing & Dining Services application and contract. If assignment cannot be guaranteed, or if there is substantial delay in confirming assignments, the applicant will be notified.

**Note:** Application for, and confirmation of, admission to the university and application for residence halls assignments are separate transactions, acted upon separately by the university. The security deposit required for housing is distinct and separate from the enrollment deposit required for admission to the university.

### FRESHMAN LIVE-ON POLICY

Subject to the availability of space, the university requires that all students admitted as freshman, regardless of transfer credit standing, live in a university residence hall and carry a traditional meal plan for two academic-year semesters. (Summer term(s) are not applicable toward this requirement.) If freshman students are married, live with parents/legal guardians and wish to commute from home, or are age 21, they may petition to be released from the freshman live-on requirement. Requests for permission to reside off campus for other reasons are considered on their own merit, taking into account individual circumstances. Petitions should be filed with the Office of Occupancy Management before applying for housing.

### ELIGIBILITY

Only individual persons regularly enrolled on the Boulder campus or the Division of Continuing Education for six (6) or more credits may reside in the residence halls unless permission is given by the Office of Occupancy Management. Students who are younger than 16 years of age or older than 24 years of age need to contact our office prior to submitting an application.

If a registered sex offender was admitted to the University, the Admissions Crime Review Committee will then determine whether the student will be allowed to reside on campus. If the registered sex offender is then permitted to reside on campus, they must comply with registration requirements mandated by state law, as well as register with the University of Colorado Boulder Police Department.

If a student is convicted for a sex offense after they has been admitted to the university, the student must also comply with registration requirements, including registering with the University of Colorado Boulder Police Department. Furthermore, the student must notify Housing & Dining Services Director of Residence Life of such conviction for a sex offense for purposes of determining whether the student may be permitted to remain in university housing.

### LENGTH OF CONTRACT

**The terms of this contract apply to the entire 2017-18 academic year (August 23, 2017 – May 10<sup>th</sup>, 2018), or if entered into after the start of the academic year, to the balance of the academic year. This contract may not be terminated before or during the academic year except under the terms set forth in the "Termination . . ." sections of this contract.**

Students will be assigned either a Wednesday, August 23, or Thursday August 24 move-in date. Any dates approved or offered for an early move-in are subjected to a daily rate fee. Additionally, students must be checked into their assignment no later than the first official start of fall classes as specified by the university. For both fall and spring semesters, occupancy ends no later than 24 hours after the resident's last regularly scheduled final examination, or no later than 1:00 PM on the day after the last regularly scheduled final examination, whichever occurs first. Graduating seniors may request an approval to stay in their residence hall until 1:00 PM on the day of Commencement. In December, the halls close for occupancy on December 21, 2017, and will reopen for spring semester on January 10, 2018.

**Note:** An assignment correspondence is sent to each prospective resident indicating move-in dates and times. Occupancy dates are subject to changes in the academic calendar.

Any check-outs within 10 days prior to the end of fall/spring semester will be charged 100 percent of contract room and board to semester end, in addition to any termination penalties as applicable.

### BREAK PERIODS

Students may occupy their rooms during fall break and spring break with no additional charge. Residence hall accommodations are not available for occupancy between fall/spring or summer/fall terms, unless the student has a

year-round or break contract and lives in a year-round residence hall. Meals are not served during the break periods.

#### **NONDISCRIMINATION**

The University of Colorado Boulder does not discriminate on the basis of race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, or veteran status in admission and access to, and treatment and employment in, its educational programs and activities.

#### **ASSIGNMENT OF ACCOMMODATIONS**

Normally, priority for building and room assignment is based upon eligibility for, and established capacities of residence halls, Residential Academic Programs, and Living and Learning Communities, as well as the date on which this contract (the housing application, parental consent form, and the \$300 security deposit) is received by Occupancy Management.

Subject to the availability of space, the university allows assignment of accommodations according to requested preferences on a nondiscriminatory basis. **However, the university does not guarantee assignments to a particular building or unit, Residential Academic Program, Living and Learning Community, type of accommodation, or with a specific roommate. The residence halls available for occupancy during academic year 2017-18 are subject to change. Roommate requests may be granted when space is available, the requests are mutual, applicants are eligible for requested space, and all applications are received prior to March 15, 2017.**

The university reserves the right to make alternative assignment decisions or reassign students for such reasons as the university determines appropriate. These reasons include, but are not limited to: the uses of temporary accommodations when permanent space is not available; construction, renovation, and/or maintenance activities; roommate conflicts; health, safety, and/or security concerns; pending disciplinary action; and noncompliance with university regulations. Room reassignment, utility or facility disruptions, planned renovations and/or construction projects, or class conflicts with meal serving periods, shall not result in the reimbursement or reduction of room and board rates, Residential Academic Program fees, and/or Living and Learning Community fees referenced in this contract.

Accommodations are assigned at maximum design capacity. Unoccupied rooms and/or spaces are reserved for use by the university. **If a vacancy occurs in an assigned room, the remaining resident(s) of the room agree(s) to accept other roommate(s) as assigned by the university.** Student requests to change rooms are not guaranteed and only honored with advance and written approval from housing staff.

The university reserves the right to consolidate individual occupants residing in multiple occupant capacity rooms. Furthermore, when it is necessary to assign an individual occupant to a double room, or to allow an individual occupant to remain in a double room, the occupant is charged at the single room rate. (A comparable rate change would also be assessed to occupants of other types of multiple occupant capacity units, such as rooms with bath, suites with bath, two-person apartments, and buffets that are occupied by fewer residents than design capacity.)

The university reserves the right to refuse housing and dining to any student who is delinquent in the payment of housing and dining bills, who has demonstrated an unwillingness to abide by housing and dining rules and regulations, or who exhibits behavior that is incompatible with the maintenance of order and propriety in the residence halls or dining operations.

#### **BED LOFTS**

Only university supplied lofts are permitted. Students may submit online requests to loft their beds prior to arrival for the fall semester. The number of lofting kits is limited, as are the locations of rooms where lofting kits can be installed. Bed lofting requests will be considered on a first-come, first-served

basis. Once a lofting request is submitted and approved, a non-refundable fee of \$90 will be charged to the student's bursar account and will be due on the fall payment deadline for tuition, housing room and board, and other university fees. The fee includes initial setup, use of the bed lofting kit during the academic year, and removal of the lofting kit at end of academic year (fee is subject to change).

The student agrees the university will not be responsible for any injury resulting from use of the bed loft and will indemnify and hold the university harmless for any personal injury to themselves or any other person resulting from use of the bed loft.

The student is responsible for maintaining the integrity of the bed loft and agrees he or she will use it as a bed and not for any other purpose. Student agrees that they will maintain the bed loft assembled as provided by university staff and to keep the top bed rail intact for safety. The student also agrees to not move, or allow others to move, the bed loft from its designated location in the room. Unauthorized movement of the loft could impact physical integrity of the loft, or create other safety issues. Damage to a rented bed loft is the responsibility of the student who rents the loft unless individual responsibility is determined. The student will immediately notify Housing & Dining Services of the occurrence of any loss or damage affecting the bed loft(s). The student will be charged for any damage to the bed loft that exceeds normal wear. Upon checkout, the bed loft shall be free of nails, tacks, hooks, and other markings that may have been added during the term of use. In the event that the bed loft is damaged beyond normal wear, student is responsible for paying the replacement cost for the bed loft which shall be \$275. Should the bed loft be missing upon checkout, the university may pursue any lawful means necessary to collect the bed loft or monies owed.

#### **DINING SERVICES**

Dining centers are open for up to 19 meals per week, including brunch and dinner on Saturday, Sunday, and selected holidays. (Breakfast is not served on Saturdays, Sundays, Labor Day, or the Martin Luther King Jr. holiday.) Meal plans allow up to 19 meal accesses per week in dining centers and/or grab-n-go's. In addition, Munch Money is to be used in retail outlets or for bringing guests into the dining centers. Eligible students may select from the following meal plans:

#### **MEAL PLAN**

**19 Meal Option** – 19 meal accesses/week plus \$150 Munch Money/semester

**15 Meal Option** – 15 meal accesses/week plus \$200 Munch Money/semester

**10 Meal Option** – 10 meal accesses/week plus \$250 Munch Money/semester

- Participation in either the 19 Meal Option or 15 Meal Option is mandatory for all freshman students during their first two semesters (not counting summer school) in the residence halls.
- The 19 or 15 Meal Options are strictly for use by the meal plan holder. The additional Munch Money associated with these options can be used to buy additional meals for guests and/or the meal plan holder.
- Participation in the 10 Meal Option is limited to non-freshman students only.
- All residence hall students must carry a meal plan. Exceptions include non-freshman living in apartments and approved students with medical/disability accommodations.

#### **BLOCK MEAL PLANS FOR ELIGIBLE HALL RESIDENTS**

Block meal plans are limited to non-freshman students assigned to apartments (and off-campus students).

**120 Block Plan** – 120 meal card swipes plus \$50 Munch Money per semester

**80 Block Plan** – 80 meal card swipes plus \$50 Munch Money per semester

**50 Block Plan** – 50 meal card swipes plus \$50 Munch Money per semester

#### **ABOUT MEAL PLANS**

Students who do not indicate a meal plan preference on their housing application are assigned to a traditional 19 Meal Option plan.

**Changes to meal plan assignments are limited as follows: Any changes to meal plans must be submitted to the Occupancy Management Office at [studenthousing@colorado.edu](mailto:studenthousing@colorado.edu). Students requesting and approved for fall semester meal plan changes after September 3, 2017, will be assessed a \$50 administrative fee. Meal plan changes requested and approved for spring semester from December 1, 2017, through January 28, 2018, will not be assessed an administrative fee. Students requesting and approved for spring semester meal plan changes after January 28, 2018, will be assessed a \$50 administrative fee.**

The number of meals contained in each traditional meal plan generally determines the number of times a student may enter a dining center per week. A student is allowed to enter a dining center up to four times per day during meal serving periods, with additional access available by using Munch Money. Meal plans may also be used in grab-n-go locations. Unused meals do not roll forward to the next week and are not refundable. Refunds or discounts are not granted for missed meals. Missed meals are not transferable to others. Unused meals/swipes on the block plans at the end of each semester do not roll forward to the next semester or term, and are not refundable or transferable. Transfer of funds between meal plan counts and Munch Money is prohibited.

Dates of dining service are subject to changes in the academic calendar. The first meal of each semester is lunch on opening day for the residence halls. The last meal of each semester is dinner on the last day of final exams. Meals are not provided during fall break, winter break, and spring break.

Alternative meal arrangements are not available. Students with dietary needs should contact the Dining Services' Registered Dietitian at 303-492-6325 to receive dietary information and available menu choices.

Releases from meal plan assignments are generally not granted unless a student terminates occupancy from the residence halls. However, the student may petition for release. The Disability Medical Accommodation Form can be obtained by contacting Occupancy Management or Dining Services. The student will receive a decision generally within 10 university business days of submission, and such decision is at the discretion of the university. Students with approved meal plan petitions may be reassigned to other halls and/or room types with kitchens.

#### **ABOUT MUNCH MONEY**

Munch Money is an integral part of the meal plan. Munch Money provides flexibility to the meal plan holder. In addition to dining centers and grab-n-go's, it can be used in retail outlets or to bring guests into the dining centers. Unused Munch Money at the end of each semester does not roll forward to the next semester or term and is not refundable. Munch Money is not transferable. If a student's Munch Money balance is depleted, additional funds (in the form of Campus Cash) may be added at any time to the student's Buff OneCard and can be used in the retail outlets, dining centers, and grab-n-go locations.

If a student terminates occupancy during a semester, their meal plan charges, including Munch Money, are prorated from the date of checkout to determine the amount of meal plan credit owed to the student. If Munch Money spent by the student is greater than the amount of prorated Munch Money, the student will be charged the difference. If Munch Money spent is less than the prorated amount of Munch Money, the student forfeits the difference.

#### **DISABILITIES AND MEDICAL CONDITIONS**

Students with disabilities and/or serious medical conditions requiring academic/learning accommodations must contact Disability Services as soon as possible. For housing/living accommodation needs, the student should contact Occupancy Management as soon as possible to discuss the process for requesting reasonable housing accommodation options. Students who have a

documented need to have an assistance animal must contact [Occupancy Management](#).

#### **COMMUNITY CLEANING**

Daily cleaning service is provided only for community areas and community bathrooms. Residents are responsible for maintaining assigned living areas, including kitchens and/or private or semi-private bathrooms, in a clean and orderly condition.

#### **NO SMOKING POLICY**

The no smoking policy at CU Boulder means people may not smoke any substance including, but not limited to, tobacco, cloves, vapor cigarettes or marijuana indoors and outdoors. The policy covers university owned and operated campus grounds, including but not limited to all outdoor common and educational areas, all university buildings, university owned on-campus housing, campus sidewalks, campus parking lots, recreational areas, outdoor stadiums and university owned and leased vehicles.

#### **MARIJUANA PROHIBITED**

Possession, use and distribution of marijuana in the residence halls is prohibited. This prohibition applies even if the Colorado Department of Public Health and Environment (CDPHE) has issued a Medical Marijuana Registry Identification Card to a resident, permitting that resident to possess a limited amount of marijuana for medicinal purposes. Possession of a Medical Marijuana Registry Identification Card does not authorize a resident to possess, use or distribute marijuana in the residence halls, or in any public area of the University. Residents who receive a Medical Marijuana Registry Identification Card prior to or during residency in the residence halls may submit a request to the Executive Director of Housing & Dining Services or designee to be released from any Housing & Dining Services Contract executed by the resident. Residents with a documented need for medical marijuana will be released from a Housing & Dining Services Contract without financial penalty.

#### **MISSING PERSONS INFORMATION**

As required by federal law, every resident will be given the option of providing confidential contact information which will be used in the event that the resident is reported to be missing. The confidential contact is not required to be a parent or guardian if the resident is 18 years of age or older. Parents or guardians will be called if the resident is non-emancipated and under the age of 18 within 24 hours after the resident is determined to be missing. Regardless of the student's age, law enforcement will be notified within 24 hours of the determination of a missing student. During the residence halls application process, every student will be asked to identify that confidential contact. If the student does not wish to list a contact, they may decline to do so.

#### **PEST CONTROL**

Pests can pose significant problems to people, property, and the environment. All universities are located in areas where pests can be present. Furthermore, many retail products on the market may not be effective against some pests, such as bedbugs.

However, Housing & Dining Services is committed to an effective and efficient response to students who report pests such as roaches, bedbugs, mice, or any other insect or vermin in rooms, units, or other parts of communities. Regular pest control measures include inspections, structural and housekeeping controls, and material treatments as needed. Housing & Dining Services reserves the right to enter and treat any living space as required for pest control/management.

To report a pest sighting, and instead of using pesticides themselves, students must contact the community's 24-hour desk or Housing Facilities Services at 303-735-5555 as soon as possible. Students will not be

reimbursed housing charges when pest control is being done to their rooms, and students may be moved to other housing as necessary, including on a permanent basis. The university reserves the right to unilaterally terminate this contract if it is required to remediate a room for bedbugs more than twice.

**PETS**

No pets or animals may be brought into the residence halls with the exception of approved service or assistance animals and small aquatic life (fish and small turtles) permitted in an aquarium not to exceed 10 gallons in volume. (See the Disability and Medical Conditions section of this contract for additional information on assistance animals.)

**RIGHT OF ENTRY**

**The university respects the need for, and right to, the privacy of each resident. However, the university reserves the right to enter and inspect student rooms at any time when it is deemed necessary to ensure the safety of residents, to protect and maintain university property (including residential computer network (ResNet) lines and their appropriate usage), to maintain environmental health and safety, and/or to facilitate the maintenance of discipline and promote an educational atmosphere.**

**FINANCIAL RESPONSIBILITY**

The student accepts full responsibility to pay all room and board fees and associated housing and dining fees assessed as a result of this agreement and/or receipt of services (e.g., residential academic program fees, living and learning community fees, damages, etc.) by the scheduled due date. Failure to pay or make acceptable payment arrangements to bring the student's account current will result in the student's name being placed in the university debt file, resulting in a block on future registration for classes or the release of academic transcripts, and termination by the university of this contract. If necessitated due to non-payment, the University may refer a delinquent account to an outside agency. If the student account is referred to outside agency, the delinquency may be reported to national credit bureaus and the student may be responsible for collection costs and reasonable attorneys' fees allowed by the laws of the state of Colorado. Pursuant to Colorado Law (C.R.S. § 23-5-115), in the event of a default of the student's account owed to the university, the university may certify to the Colorado Department of Revenue (DOR) information about the student, including name, social security number, the amount of the debt and any other identifying information required by the DOR. The DOR may then disburse funds to the university in satisfaction of that debt from tax refund amounts owed to the student, if any.

**RESIDENCE HALL RATES, 2016-17**

<b>ROOM AND BOARD RATES 2016-2017</b>	
Rates will increase 3-5% each year	Cost
Roommate(s) & Community Bath	\$6,795
Individual Space & Community Bath	\$7,505
Roommate(s) & Attached Bath	\$7,505
Individual Space & Attached Bath	\$7,718
Roommate(s) & Apartment	\$7,852

The table is intended for planning purposes only and is not intended to be a commitment for 2017-18. **Final rates will be approved by the Board of Regents in May/June 2017 and will be available on the Housing & Dining Services' website during the first week of July.**

Students contracting for housing and dining prior to the first day of classes each semester are charged the full semester rate regardless of the date they check into their accommodations. Students contracting for housing and dining on or after the first day of classes are charged on a pro rata basis.

**RESPONSIBILITY FOR DAMAGE**

The university will charge students for damage, or loss to university property if the university determines that such damage or loss is a result of the student's carelessness or misconduct. Damage within the student room is the joint responsibility of the persons assigned to the room unless individual responsibility is determined.

**SECURITY DEPOSIT AND OPTIONAL CAMPUS CASH PAYMENT**

Applicants must pay a \$300 security deposit at the time they submit the contract and housing application. (If a hardcopy application is submitted, the security deposit check should be made payable to the University of Colorado.) The applicant is liable for the payment of any university charges, including room and board enumerated in the terms of the contract. Within approximately 60 days after the expiration of this contract, if the contract was fulfilled, the university applies the security deposit to the payment of such university charges not otherwise paid by the applicant, and pays the difference, if any, to the applicant. If a new contract for the subsequent academic year is signed by the student (and parent/guardian when applicant is under 18), and the office of Occupancy Management has a security deposit on file for the applicant, the security deposit carries forward to the new academic year. If the contract is cancelled in writing to Occupancy Management by May 31, 2017, the security deposit will be refunded within 60 days.

Applicants have the option to pay an additional \$50 with their housing security deposit to establish a Campus Cash account. This optional account can be used for dining, vending, laundry, and printing anywhere on campus where Campus Cash transactions are accepted. Campus Cash payments are nonrefundable, nontransferable, and subject to the terms and conditions of the Buff OneCard agreement. Applicants accepting this option can submit an online payment for \$350 (\$300 security deposit plus \$50 Campus Cash payment) with the online application. Additional information concerning Campus Cash is on the Web at [BuffOneCard.com](http://BuffOneCard.com).

**STUDENT CONDUCT**

Students are bound by the student code of conduct and the Office of Institutional Equity and Compliance's Process and Procedures ("OIEC P&Ps"). Signing this contract acknowledges that the student has access to the code and OIEC P&Ps and will abide by the policies set forth by the University of Colorado Boulder. The Code of Conduct is found at [www.colorado.edu/osc](http://www.colorado.edu/osc). The residence hall handbook is found at: <https://housing.colorado.edu/policies-procedures/residence-hall-handbook>. A violation of the student code of conduct or OIEC P&Ps can result in relocation, termination, and/or suspension.

**STUDENT PROPERTY**

The university assumes no responsibility for the theft, destruction, or loss of money, valuables, or other personal property belonging to or in the custody of the student, regardless of cause. This includes losses that occur in the student's room, storage room, public areas, or other areas of the hall. **Students are encouraged to carry their own personal property insurance.**

**TELECOMMUNICATION AND DATA ACCESS**

Campus networking, managed by the Office of Information Technology, provides both high speed wired and wireless access to the Internet for all residence hall students. Wireless service is available in all residence halls and

each student unit has a wired Ethernet jack. Campus network support services are available to all residents.

All residents are encouraged to bring their own cellular phones. A hardship case request can be made for activation of local land-line phone services in your unit for a nonrefundable fee of \$500 per academic year. To make such a request, contact the Occupancy Management office at 303-492-6673 before July 31, 2017, to complete the necessary forms. Land-line phone requests submitted before July 31 will be activated before residents arrive, otherwise students making a room land-line request need to allow three weeks for activation. The nonrefundable fee of \$500 per academic year, for establishing and maintaining phone service, includes installation, activation, basic local service for a single line analog phone, and continuation of service if moved to another room. It does not include long distance minutes or telephone handset. The student must provide the basic telephone handset.

Students are required to comply with guidelines for the acceptable and fair use of university and/or Housing & Dining Services computing and network resources, and telephone and cable television networks. Any person who uses these resources in violation of law or policy may be subject to loss of privileges, disciplinary action, personal liability, and/or criminal prosecution. Information technology policies contained in the University of Colorado Boulder websites (<http://www.colorado.edu/avcit/policy> and [housing.colorado.edu](http://housing.colorado.edu)) are made part of this contract.

#### USE OF FACILITIES

Student rooms and furnishings are to be used in the manner for which they were designed. No university property, including room and lounge furnishings, may be moved within the building or taken from the building without written authorization of the hall director. Student rooms are not to be used for business activities, including but not limited to the use of servers and computer systems.

#### WEAPONS/FIREARMS

This contract is conditioned on the resident's agreement not to bring any weapon or firearm, including any handgun(s) carried in accordance with the Colorado Concealed Carry Act, §18-12-201, et. seq., C.R.S., into any residence hall. With regard to any weapons other than handguns carried in accordance with the Colorado Concealed Carry Act, §18-12-201, et. seq., C.R.S., University Policies, rules and regulations prohibit weapons and firearms from being brought into any residence hall. Notwithstanding any other language in this contract, the University may terminate this contract immediately for violation of this paragraph. Students who obtain a Concealed Carry Permit and wish to carry a handgun in accordance with the permit must notify the executive director or designee and will be released from their Housing & Dining Services Residence Halls Contract without financial penalty.

#### TERMINATION OF HOUSING & DINING SERVICES CONTRACT BY THE STUDENT BEFORE OCCUPANCY

To terminate this contract prior to occupancy, you must notify Occupancy Management, Housing & Dining Services, Center for Community, S300, 159 UCB, Boulder, CO 80309-0159. Notification must be in writing and, if mailed, the postmark on the envelope is used as the date of termination. Or you can send an e-mail to [studenthousing@colorado.edu](mailto:studenthousing@colorado.edu).

Termination by the student prior to occupancy results in the following penalties when written notification of termination is received by Occupancy Management by the dates indicated.

- The security deposit is forfeited after May 31, 2017.
- June 1, 2017 to July 15, 2017 (December 1, 2017 to December 31, 2017 for spring semester), the applicant will be assessed a cancellation fee equaling 15 percent of the room portion of the room and board charges for the entire 2017-18 (August-May) academic year (January-May for spring semester) whether or not

an assignment has been communicated. July 16, 2017 to August 28, 2017 (January 1, 2018 to January 16, 2018 for spring semester), the applicant will be assessed a cancellation fee equaling 15 percent of the room and board charges for the entire 2017-18 (August-May) academic year (January-May for spring semester) whether or not an assignment has been communicated.

- Failure to occupy assigned space by 9:00 AM on the first day of classes each semester results in termination of this contract and assessment of a cancellation fee equaling 15 percent of the room and board charges for the entire 2017-18 (August-May) academic year (January-May for spring semester).

**Note:** The university requires that all freshman students live in a university residence hall and carry a traditional meal plan for two academic-year semesters. If a freshman is enrolled in classes and fails to occupy the assigned space, the contract will not be cancelled and charges will continue. Requests for permission to reside off campus for other reasons are considered on their own merit, taking into account individual circumstances. Petitions to be released from the freshman live-on requirement should be filed with the Office of Occupancy Management. Cancellation of the contract resulting from freshman release is subject to termination penalties.

The student may terminate this contract before occupancy without the cancellation fee for 15 percent of the room portion of the room and board charges for the academic year or 15 percent of the room and board charges for the academic year **ONLY** for the following reasons:

- Graduation
- Withdrawal from the university, meaning a student is taking zero credits including matriculation, continuing education and online credits for the University of Colorado Boulder. If the student withdraws from the university, notice of withdrawal must be presented to Housing & Dining Services.
- If a student applies for housing on the University of Colorado Boulder campus and later elects to attend another University of Colorado campus.
- Documented severe personal problems that occurred **after** submitting the housing contract and application and beyond the control of the student. If severe personal problems are cited, the student must make written petition to the office of Occupancy Management. (The student will receive written decision of the petition generally within 10 university business days of submission, and the student's housing and dining account will be adjusted accordingly.)

#### TERMINATION OF HOUSING & DINING SERVICES CONTRACT BY THE STUDENT AFTER OCCUPANCY

The university requires that all freshman students live in a university residence hall and carry a traditional meal plan for two academic-year semesters. Requests for permission to reside off campus for other reasons are considered on their own merit, taking into account individual circumstances. Petitions should be filed with the Office of Occupancy Management before applying for housing.

**If termination occurs for any reason, the student must officially check out (personally sign out of your hall at the front desk and have building and room access deactivated on Buff OneCard) at the residence hall office during business hours. Special arrangements must be made with the office staff for checkout at other times. Failure to check out properly may result in continuation of room and board charges.**

Termination of contract after occupancy results in the following penalties when **official checkout** occurs by the dates indicated.

- The security deposit is forfeited.
- Through March 19, 2018, the resident is charged for the period of occupancy through the date of official checkout (personally sign out and have building and room access deactivated on Buff OneCard), and charged 50 percent of the remaining room and board charges from the date of checkout through May 10, 2018.
- After March 19, 2018, the resident is charged for the period of occupancy through the date of official checkout (personally sign out and decode Buff OneCard), and charged 100 percent of the remaining room and board charges from the date of checkout through May 10, 2018.

Freshman students may not terminate this contract for any reason unless they are withdrawing from school. If circumstances beyond the control of the student render it unreasonable for the university to expect the freshman student to continue living in the residence halls, the student may petition for release from this contract. The written petition should be addressed to Occupancy Management. The student will receive a decision generally within 10 university business days of submission. The student is not released from this contract until the petition has been approved in writing by the office of Occupancy Management.

After August 28, 2017 (January 16, 2018 for spring semester), this contract may be terminated without the 50 percent or 100 percent of the remaining room and board penalty **ONLY** for the following reasons:

- Graduation
- Withdrawal from the university, meaning a student is taking zero credits including matriculation, continuing education and online credits from the University of Colorado Boulder. If the student withdraws from the university, notice of withdrawal must be presented to Housing & Dining Services.
- Documented severe personal problems beyond the control of the student that occurred after August 23, 2017 (January 9, 2018 for spring semester). If the circumstances render it unreasonable for the university to expect the student to continue living in the residence halls, the student may petition for release from this contract. The written petition should be addressed to the office of Occupancy Management. The student will receive a written decision of the petition generally within 10 university business days of submission. The student is not released from this contract until the petition has been approved in writing by the office of Occupancy Management. If approved, the student's housing account will be adjusted accordingly.

The university will finalize and send notice of any outstanding charges or refunds due to the student's permanent address of record generally within 60 days of the termination of occupancy.

#### **TERMINATION OF HOUSING & DINING SERVICES CONTRACT BY THE UNIVERSITY**

Pursuant to their policies and procedures, the Office of Student Conduct and Conflict Resolution (OSCCR) and/or the Office of Institutional Equity and Compliance (OIEC) are authorized to immediately exclude students from campus housing as a result of alleged or found misconduct. A housing exclusion issued by one of those offices terminates this contract. In such event, the person will receive prior written notice from the appropriate office and a directive to vacate the premises. Failure to comply may result in additional action by the university. Pursuant to the terms of this contract, the individual may be entitled to a refund for housing costs already paid. Any student who is found not responsible, or otherwise cleared by OSCCR or OIEC to return to campus housing, may, at one's option, reinstate housing if one is otherwise qualified and space is available at the time of such request. If reinstated, the student will be required to re-execute a contract and pay the requisite housing costs.

The executive director of Housing & Dining Services, or designee, may immediately terminate or suspend this contract if she/he determines that:

- The student and/or situation pose a potential danger to individuals and/or community.
- The student fails to make payment of charges as required by this contract.
- The student is no longer enrolled at the university.
- The student breaches any term or condition of this contract.

The university may also terminate or suspend this contract for failure to comply with policies and rules contained in the following documents, which are incorporated by reference and made a part of this contract: University of Colorado Boulder Housing & Dining Services Residence Halls Application, the Residence Halls Policies and instructions contained online at

**housing.colorado.edu**, the OIEC P&PS (see [http://www.colorado.edu/institutionalequity/sites/default/files/attached-files/oiec\\_process\\_and\\_procedures\\_2016-17\\_final.pdf](http://www.colorado.edu/institutionalequity/sites/default/files/attached-files/oiec_process_and_procedures_2016-17_final.pdf)) and University of Colorado Students' Rights and Responsibilities Regarding Standards of Conduct (see [www.colorado.edu/osc](http://www.colorado.edu/osc)) If this contract is terminated by the university, the student will be subject to the financial penalties for terminating occupancy stated in the above section titled "Termination of Housing & Dining Services Contract by The Student After Occupancy."

If the university moves a student for conduct related reasons, the student may be responsible for charges incurred due to the move. Some examples may include but are not limited to room price change, Residential Academic Program fees, etc.

#### **MISCELLANEOUS**

The parties agree that this contract supersedes any and all prior written or oral agreements, and there are no covenants or agreements between the parties except as set forth herein with respect to the use of the residence halls. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or affect whatsoever unless embodied herein in writing. Accordingly, this contract is an integration of the entire understanding of the parties with respect to the matters set forth herein.