



Student Housing Application & Student Housing Agreement

Summer 2022

Please review this Agreement

Seattle University seeks to provide affordable on-campus accommodations for students during the summer period.

GLOSSARY OF TERMS & CONDITIONS

> **Student Housing Application [“Application”]**: Submitting the Application is the first step in seeking on campus accommodations. Submitting the Application represents the intention to accept accommodations once a room assignment is made. Submission of the Application further constitutes acceptance, acknowledgement, and the agreement to abide by the Terms and Conditions of the “Student Housing Agreement” and becomes a binding agreement—a legal Agreement—between the Student and the University.

> **Student Housing Agreement [“Agreement”]**: As stated above - the Agreement is a legally binding document between the Student and the University. The rules, regulations, policies, and procedures outlined in The Resident Handbook, Student Code of Conduct, and University Bulletin are subsumed by the Agreement. The Agreement is entered into and effective on the date this Application and Agreement are signed between Seattle University (the “University”) and the Student (“Student”).

A. Residential Housing Requirement & Policy Exemption Process

There is no residential requirement, and subsequently no exemption process, during the summer period.

B. Hall and Room Assignments

1. The University administers decisions regarding room assignments without regard to race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity, political ideology or status as a Vietnam-era or special disabled veteran. The University will make reasonable campus housing accommodations for Students with disabilities with guidance from the SU Office of Disability Services.
2. The University reserves the right to determine room assignments and to change a Student's room assignment for any reasons determined necessary by the University. The University also reserves the right to consolidate room spaces, when necessary at any point, throughout the summer.
3. It is Seattle University practice to give preference in campus housing assignments to Students who reside outside the greater Seattle area. In accordance with this policy, the University reserves the right to cancel the Agreement prior to the published date for residence hall opening in the fall, winter, summer, spring, or summer quarters when a Student resides within the greater Seattle area.

C. Occupancy

1. While class registration is not a requirement for summer housing occupancy, the student is required to be an active, enrolled student for the upcoming fall quarter.

2. Students **must** be in compliance with the University’s immunization policy. Students not in compliance will not be allowed to assume occupancy (see section N- “Student Health Insurance”).
3. If a vacancy occurs in a room, the remaining residents(s) may not occupy the vacant space. If residents occupy more than one space their items may be moved at their expense to make room for another occupant. If Housing is unable to assign a new resident to the vacant space because the current resident(s) has occupied the vacated area/space, the current resident may be subject to disciplinary action through the Integrity Formation process and may be responsible for the room charges for the unauthorized use of the space.
4. Students living on campus are **required** to maintain a confidential emergency contact. The emergency contact will be notified in the event a Student is in a potentially life-threatening situation, a life-altering situation, the Student is unable to respond, or other situation as determined to safeguard the health and safety of the Student. Students have the option to name a different contact to be notified if the Student is determined to be missing. If the Student is under 18 their emergency contact and missing persons contact must be a parent or guardian.

The Student agrees to occupy an assigned room in one of the University's owned and operated Student residences during the Summer 2022 period. The University agrees to permit the Student's occupancy according to the Terms and Conditions of this Agreement. Except as permitted in the University's Student Handbook (and except for a roommate assigned by the University), the Student agrees to disallow any other person to occupy their assigned unit. The Student agrees not to lend, provide, or give their room key(s) or Seattle U ID card to any other person.

D. Dates of Occupancy

Below are the listed dates of occupancy for Summer 2022. In alignment with Seattle University’s academic calendar, occupancy is broken down into six (6) sessions:

Session	Occupancy Start and End Dates
4-week “A” Session	Friday, June 17, 2022, at 10AM, to Monday, July 18, 2022, at 12PM
8-week “A” Session	Friday, June 17, 2022, at 10AM, to Monday, August 15, 2022, at 12PM
4-week “B” Session	Friday, July 15, 2022, at 10AM, to Monday, August 15, 2022, at 12PM
8-week “B” Session*	Friday, July 15, 2022, at 10AM, to Friday, September 9, 2022, at 12PM
10-week Session**	Friday, June 17, 2022, at 10AM, to Monday, August 29, 2022, at 12PM
12-week Session***	Friday, June 17, 2022, at 10AM, to Friday, September 9, 2022, at 12PM

**The 8-week B session is only available to students who have a confirmed booking for Fall 2022. Our office will verify this information before confirming your summer booking.*

***The 10-week session is the longest session a student can chose if they do NOT have a booking on campus for Fall 2022. Our office will verify this information before confirming your summer booking.*

**** The 12-week session is only available to students who HAVE a confirmed booking for Fall 2022. Our office will verify this information before confirming your summer booking.*

E. Student Housing Cancellation Fees, Pro-Rated Charges, and Timeline

There is no cancellation fee associated with any cancellation requests for Summer 2022 housing.

However, if a student moves into a room space and later submits a request to cancel their housing assignment, they will be charged **a pro-rated weekly** amount through the end of the full week when they vacate their space and complete the check-out process at their residence hall front desk. A “week” is defined as Sunday to Saturday.

F. Cohabitation and Overnight Guests

Cohabitation is not permitted in University residence halls or apartments. Students will be assigned and are only permitted to live with Students of the same gender, unless a Student indicates a preference for gender inclusive housing. Students are not permitted to live with another Student with whom they share an amorous relationship. Only guests of the same gender as their resident hosts are permitted to stay overnight in the residence halls provided the guest is not in an amorous relationship with the resident host. It is expected that anyone hosting an overnight guest has received explicit permission from their roommate (s). For reasons of safety and accountability and - should an emergency should arise - resident hosts must inform their RA if they have an overnight guest. A guest is limited to three (3) night stays per month. If a guest intends to stay longer than three nights, they must obtain permission from the Area Coordinator of the building.

G. Room Rates for Summer 2022

The Student agrees to pay the applicable room rate by the due dates established and announced by the University, except as otherwise denoted by University policy. Room Rates for Summer 2022 are published on the Housing & Residence Life website.

H. Student Housing and Other Charges

The Student authorizes the University to post Housing & Residence Life-related charges to their SU Student account. The Student understands the charges may include but are not limited to: Student Housing fees, meal plan costs, cancellation fees, fines for conduct violations, reimbursement of damage costs, and lockout fees or any other miscellaneous charges deemed necessary by the Department which pertain to Student Housing. The Student should contact Housing and Residence Life directly for a description of charges. The Student is obligated to pay any balance in full by the invoice due date. If the Student fails to comply with these terms, they will not be allowed to register for classes or receive transcripts or diplomas and may be denied other University services. If the Student fails to make timely payment of all or any part of assessed charges, the Student will be liable to the University for all costs the University incurs (including reasonable attorneys' fees) in pursuing collection against the Student. The University's late fee policies will also apply to charges imposed by Housing and Residence Life. The Student understands and agrees to these Terms and accepts as the Student's personal responsibility any debt arising in connection with the Agreement.

I. Meal Plan Requirement: FRESHMEN [First Year] & SOPHOMORE [Second Year] Students

There is no meal plan requirement during the summer period, however students are able to purchase a meal plan if they wish to do so. Summer meal plan funds roll over to the fall quarter.

J. Liability and Damage to Personal Property

1. The Student is fully responsible for any damage to or loss of personal property located in/on University premises including money, personal belongings, computers, electronics, or other items of value. The University disclaims any/all liability for damage to or loss of the Student's property.
2. The Student is responsible for and will be charged the repair/restoration costs of all damage that occurs in their assigned campus housing space for which they are responsible regardless of whom or what caused the damage (damage caused exclusively by a failure in a University mechanical or plumbing system is excluded). The Student is also responsible for and will be charged the costs of repair for all damage they may cause (alone or with others) to any other area of Student Housing [community areas] or the University proper.
3. The Student agrees they shall be responsible - on a pro-rated basis - for any malicious damage and/or excessive/additional/non-routine cleaning which occurs within their assigned Student Housing common areas/spaces [i.e., main lobbies, floor lounges, study rooms, community restrooms, etc.] Community damages will only be assigned/shared when the University is unable to determine the person(s) at fault for the additional charges.
4. The Student agrees to be responsible for the conduct of their guests who are in the residence hall at the invitation or permission of the Student.
5. If the University incurs expenses as a result of the Student's failure to meet the requirements of Sections J. 2, 3, or 4, the Student agrees the University has the right, at its discretion, to either issue an invoice to the Student for the costs or offset the costs against any amounts the University may owe the Student.

K. Right of Entry

University representatives may enter the residence halls and a Student's unit/space at any time without prior notice for the purpose(s) of:

- making necessary or agreed-upon repairs
- supplying necessary or agreed-upon services
- investigating health or safety concerns
- suspected violations of Student Housing or other University policies (including, but not limited to, violations of firearm or drug, tobacco, and alcohol use policies)
- (to verify occupancy
- conducting inventories of University property
- conducting facility health/safety inspections.

Whenever possible, entries into Student residential spaces will be announced in advance. However, when an immediate need is evident, or it is determined a life/safety condition is present, the University will announce and may enter a Student's unit/space.

L. Termination

The University reserves the right to terminate this Agreement and the Student's residency because of improper or unsafe conduct by the Student or failure of the Student to comply with any term or condition of this Agreement. The University's termination of this Agreement does not waive the Student's obligation to pay the room rate for the summer. If the Student withdraws from the University and vacates Student Housing, this Agreement will terminate and eligibility for any refund will be

determined by the Student Housing refund policy in effect at that time. The Student shall vacate the residence hall within 24 hours of initiating withdrawal procedures.

M. Pets

Pets or animals are not permitted in campus housing facilities at any time, with the exception of (1) an animal trained/certified for the purposes of assisting or accommodating a person with a disability or as an emotional support animal (ESA). Proper documentation presented to the SU Disability Services Office and a preliminary meeting with a Housing representative are required before bringing an animal into any campus housing facility; (2) fish contained in a small tank [not to exceed (10) gallons] is permitted.

N. Student Health Insurance

Full-time undergraduate Students at Seattle University are required to have health insurance but may waive the Student health plan if they have health insurance with comparable coverage. If not waived by the deadline, the Student will be automatically enrolled in the Aetna Student Health plan and billed the insurance premium. **Students must actively waive the health insurance every academic year. Waivers from previous years do not roll over.**

O. Check-In/Check-Out

1. At the time of check-in, the Student is responsible for inspection of the overall condition of their assigned room and will complete a "Room Condition Inventory" form of their assigned space.
2. A check-out is completed when the Student has their unit checked by a Housing and Residence Life staff member, has re-signed the "Room Condition Inventory", has returned all issued keys, and has posted a mail forwarding address at SU-Online.
3. It is the responsibility of the Student to arrange an appointment at least 24 hours in advance to check-out with their Resident Advisor (RA) and to turn in their key(s) at the Front Desk of their residence hall. Failure to do so in a timely manner may result in an improper check-out charge, a lock change charge, and/or other associated costs.
4. The Student is required to remove all personal belongings from his or her unit prior to check-out and may not leave belongings to be held by other students. The Student agrees the University may treat as abandoned any property left in the Student's room after the Student moves out. The University has no obligation to store or to attempt to return abandoned property to the Student and will dispose of the property according to University policy or practice. The University will remove and dispose all belongings left in the room at the Student's expense.
5. The Student will leave the room clean and the furniture in good order at the time of checkout. If the space requires additional cleaning, furniture to be repaired, replaced, or reassembled the Student will be responsible for the expense to repair, replace, clean, and labor charges as determined by Housing and Residence Life.
After check-out, any disputed charges must be submitted to the Housing and Residence Life Office no later than the time frame indicated on the notification message sent to the Student after the charge has been placed on their account.

P. Compliance with Other University Policies

The Student acknowledges and accepts the University's policies and guidelines which govern Student conduct. University policies are contained in several documents – including - but not limited to: [Seattle](#)

University Student Handbook; The Resident Handbook; Seattle University Code of Student Conduct; Undergraduate Bulletin; Seattle University Catalogue. Students are responsible for accessing online the most up-to-date version of University policies in the publications noted above. Policies posted online are the most current version available and are intended to supersede prior online versions and hard copies. The Student agrees to be familiar with these documents and policies and to comply with the responsibilities and obligations set forth in these publications and in other University policy statements that pertain to Students or Student conduct or activities as these may be amended from time to time.

Q. Statement on Nondiscrimination Seattle University does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity, political ideology or status as a Vietnam-era or special disabled veteran in the administration of any of its education policies, admission policies, scholarship and loan programs, athletics, and other school-administered policies and programs, or in its employment related policies and practices.

All University policies, practices and procedures are administered in a manner consistent with Seattle University's Catholic and Jesuit identity and character. Inquiries relating to these policies may be referred to the University's Title IX Coordinator.

Consistent with the requirements of Title IX of the Education Amendments of 1972 and its implementing regulations, Seattle University has designated individuals responsible for coordinating the University's Title IX compliance. Students or employees with concerns or complaints about discrimination on the basis of sex in employment or an education program or activity may contact the following Title IX Coordinator:

Jill Moffitt
Interim Assistant Vice President for Institutional Equity
Title IX Coordinator, and ADA/504 Coordinator
(206) 220-8515
jmoffitt@seattleu.edu

Individuals may also contact the Office for Civil Rights of the U.S. Department of Education.

R. Disability Statement

The Department of Housing & Residence Life works closely with the Office of Disabilities Services to ensure appropriate accommodations for Students with disabilities who reside in SU residential communities. Please contact Disabilities Services at (206) 296-5740 to discuss your Student Housing accommodations and any other support you may need on-campus. Student Housing accommodations can include (but are not limited to): a single room, access to an accessible bathroom, alteration of meal plan, etc.