

1. Eligibility

All NEC students are required to live on campus for their first three years or six academic semesters. All full-time students (12 credits or more 8 or more for graduate students) may enter into this contract if they are: admitted as a first year or transfer students at the time of application with a deposit on file and actively enrolled in 12 credits; a returning student who is actively enrolled in 12 credits; a graduate student who is actively enrolled in 12 credits. Students who are enrolled part-time will be considered for on-campus housing only after all full-time students have been housed. If a student drops below 12 credits at any point in the semester, Residential Life and Housing reserves the right to remove the student from housing at any time. The College reserves the right to use a student's disciplinary status as a factor in providing on-campus housing.

2. Duration of Contract

This contract is in effect for one academic year, or that portion of the academic year remaining at the time of occupancy. The housing contract cannot be terminated by the resident except under the conditions listed in the Contract Release and Termination section of this contract. The College does not provide housing during vacation periods except for athletes and students who are required by the College to be on campus. Students who are not pre-approved to stay over break periods or who stay late or return early from breaks will be charged \$50.00 per night.

3. The College Agrees

To provide a space to the student for a period of one academic year exclusive of vacation periods or any other period when the College is officially closed; To provide residence hall services, including access to the assigned hall and room, commencing on the official Opening Day; To provide a reasonable amount of light, heat, hot water, cable and internet services. Student rooms shall be furnished by the College with a bed, mattress, dresser, desk, chair, and closet space for each student. These furnishings must remain in the room. No outside furniture is permitted in student rooms.

4. The Resident Agrees

To pay all charges and fees specified; To observe all policies and procedures of New England College and Residential Life and Housing; To abide by the terms of this contract. Failure to fulfill the terms of this contract may lead to termination of this agreement, removal from College owned housing, and a review of the individual's status as a student at New England College. If the resident displays behaviors that appear to represent a threat to the resident and/or to the community (i.e. suicidal gestures, drug/alcohol overdose, harassing, bullying, or intimidating other students etc.) the College reserves the right to remove said individual until a determination can be made, through a formal assessment or conduct process, that the resident no longer presents a threat. In the event of serious concerns about a resident's health or safety, the College reserves the right to notify the resident's parents/legal guardians.

5. Assignments

The College does not discriminate in room assignment on the basis of race, color, religion, national origin, physical ability, or sexual orientation. Assignments for returning students are made according to the procedures outlined in the Room Selection process booklet. All assignments are made on a space-available basis. The College reserves the right to consolidate vacancies by requiring residents in under-occupied rooms to move to other vacancies in the same hall/area. The College reserves the right to change room assignments for health and safety concerns, repair services, disciplinary reasons, on-going community issues, or a roommate incompatibility that cannot be resolved. Students who are required to live on campus will be assigned a room and the highest meal plan even if they do not attend room selection. Failing to sign a housing or meal plan contract does not absolve students of their three year housing and meal plan requirement, nor does it absolve a student of adhering to the terms and spirit of the contract. Any student who petitions to move off campus for a financial hardship may be assigned to a lower priced room at the discretion of Student Financial Services.

6. Contract Release & Termination

All housing and meal contracts are binding agreements made for the entire academic year. Eligible students who participate in room selection will have until May 1, 2015 to opt out of their housing contract WITHOUT penalty by emailing Residential Life and Housing and cancelling their contract. Between May 2, 2015 and July 31, 2015, ONLY eligible students wishing to opt out of their housing contract must submit a request in writing to Residential Life and Housing. Students will be released and charged a \$1,500 contract release fee. After July 31, 2015, all students are financially responsible for all charges associated with the housing and meal contract for the entire academic year. Students who fail to maintain full-time status may be removed from their housing assignment at the discretion of the Director of Residential Life and Housing and/or designee. Any student's account that has been placed on a "hold" by Student Financial Services may be asked to vacate the residence halls until

their account is "cleared" by SFS. Any student identified by Health and Wellness as not being current with all necessary medical immunizations and accompanying documentation may be required to vacate the residence halls/campus until the student has been "cleared" by Health and Wellness.

7. Contract Assignment

This contract may not be transferred to or assigned to any other person. Residents may not sublet any part of the premises. Contracts are not transferable from one academic year to another. The College can terminate this contract for failure to comply with any portion of this agreement or for a violation of any College or Residential Life Policy and Procedure without a refund to the student.

8. Room Changes

Students' requests for room changes will not be honored during the first two weeks of a semester. All changes must be approved by the Area Coordinator. Students may not change rooms without prior approval of their Area Coordinator. A \$300 administrative fee will be assessed for any unauthorized room changes, and students may need to move back to original rooms. Students requesting a room change more than 30 days after the opening day of each semester may be assessed a \$150 room change fee.

9. Liability/Responsibility for Personal Property

The College shall not be liable directly or indirectly for theft, damage, destruction, loss of money, valuables, or other personal property belonging to, or in the custody of, the student for any cause whatsoever, whether such losses occur in the student rooms, public areas, hallways, or stairwells. All students are encouraged to carry personal property insurance. Students are particularly encouraged to remove all valuables from their accommodations during periods of absence or during college vacations. In the event of damage by fire, water, steam or other causes which render the room or apartment wholly unfit for occupancy, the College reserves the right to reassign the student to alternative college housing accommodations.

10. Damages and Upkeep of Facilities

Each resident is financially responsible for the cost of replacement or repair of any damage to his/her room and its equipment and his/her proportional share of the costs of any damages in the common areas (i.e., halls, bathrooms, lounges, etc.) of the residence halls. These costs will be assessed to students after reasonable efforts to identify the responsible person(s) have been made. Common area damages are NOT subject to appeal. When two or more residents occupy the same room and responsibility for damages cannot be determined, the damage charge will be assessed equally among all the residents. Each resident agrees not to modify the room or other part of the building without prior approval of the Director of Residential Life or a designee. This includes shelves, partitions, cable, painting, plumbing, heating, or other structural changes. Similar approval is necessary for alterations to furniture or replacement of College furniture with other items owned by the students. Furniture cannot be removed from student rooms or common areas, nor exchanged with furniture from another student's room or common area. Storage for personal property, or unwanted room furniture is NOT provided by the College. Each resident assumes responsibility for the daily care and cleaning of his/her room and its furnishings, for removing waste materials regularly to the specified areas, for recycling of materials into designated recycling containers and for maintaining acceptable sanitation and safety conditions. Each resident agrees to use all public areas in a careful manner and to help in assuring their cleanliness. Each resident agrees not to duplicate the room keys or share their combination. If the key is lost or duplicated the resident agrees to pay the charge for key and lock core replacement. If the combination is shared, the resident agrees to pay the charge for a combination change. Residents living in rooms, apartments, suites or other locations, containing private hallways, kitchens and baths are required to clean these areas on a regular basis. Failure to do so may result in charges for additional cleaning, removal from the residence hall and restrictions on future housing assignments.

11. Check-In and Check-Out

Each resident must follow the check-in procedures established within each hall. This includes registration, receipt of key(s) or combos, and completion of the Room Inventory Form. Upon vacating the room, the resident must check-out with a staff member according to procedure outlined by staff, including the return of key(s) and completed room condition report. Failure to check out of the residence hall following the established procedures automatically means the student has no right to appeal damage charges and this may also result in an improper check-out charge of \$150.

12. Rules and Regulations

Living in a residence hall is a community living experience where all members have certain rights and responsibilities. "The Compass" defines the standards of behavior expected of all residents. These guidelines are designed to maximize the positive aspects of living in NEC residence halls for all residents. "The Compass" is available on-line at www.nec.edu. Housing policies are subject to change at any time without notice when a change is deemed necessary for the betterment of the community.

SIGNATURE REQUIRED ON OPPOSITE SIDE



Residential Life & Housing
 98 Bridge Street Box
 Henniker, NH 03242
 P: 603.428.2242
 F: 603.428.2515
reslife@nec.edu

Housing Contract Summer Pilgrimage

Please PRINT clearly

Name **Student ID# (if applicable)** **Gender**

Home Address **City** **State**

Student Cell Phone #

In the event of an emergency who should we contact?

Name of emergency contact _____

Phone or cell number _____

Relationship to the student _____

Additional Provisions to the Terms and Conditions of the Housing Contract:

All policies stated in the student handbook, *"The Compass"*, are in effect during The Pilgrimage. The following additional restrictions and expectations will also be enforced during the Pilgrimage:

1. No alcohol is to be possessed or consumed at any time by person, regardless of age.
2. No overnight guests allowed. The only persons allowed in the residence halls are residents approved to be on campus for the Pilgrimage.
3. Residents are expected to take care of any trash in their rooms or common areas and are expected to bring trash to the campus dumpsters located outside their hall.
4. Residents are expected to care for their community and report any concerns, suspicious behavior, or violations of policy to Campus Safety at 603-428-2323.
5. Be sure to pull the door tightly closed behind you as you enter and leave the building. Do not hold the door open for anyone you suspect is not associated with the College.
6. Should there be any damages associated with your stay, your student account will be billed accordingly.
7. Anyone violating these expectations or any College policies will be removed immediately from the residence hall/and or campus and appropriate disciplinary action/and or parental notification will follow.

By my signature, I have read and consent to the terms and conditions of this housing contract. I understand that this housing contract is binding only for the Pilgrimage time period.

Student Signature Date
 (If student is under age 18, parent or guardian must sign below)

Parent Signature Date