



GEORGIA SOUTHWESTERN STATE UNIVERSITY
APPLICATION FOR HOUSING
Fall 2010-Spring 2011

Name: _____ Student I.D #: _____
First Middle Last

Home Address: _____ Birthdate: _____
Street or Box

_____ Home Phone: _____
City State Zip

Email Address: _____ Parent's Email Address (optional): _____

Gender: ___ Male ___ Female Age: _____

Status: ___ New Freshmen ___ New Transfer Student ___ Returning Residential Student ___ Returning GSW Student New to Housing

RESIDENCE HALL PREFERENCE

Rank in order of preference. Please circle month or semester to indicate your payment preference.

OPTIONS FOR FRESHMEN

___ Southwestern Oaks Private Room Suite (\$500 per month or \$2245 per semester)

___ Southwestern Oaks Double-Occupancy Room Suite (\$380 per month or \$1700 per semester)

OPTIONS FOR UPPERCLASS STUDENTS

___ Southwestern Pines Apartment 9-month Lease for Aug. 14 2010- May 7, 2011 (\$520 per month / \$2320 per semester)

___ Magnolia Private Room Suite 9- month Lease for Aug 14, 2010-May 7, 2011(\$500 per month/\$2245 per semester)

Requested Suite-mate or Apartment-mate(s) Name(s) (optional) _____

MEAL PLAN PREFERENCE

Freshmen and sophomores must choose one of the following three options: PRICES ARE SUBJECT TO CHANGE

___ 10 Meals per week w/ \$240 flex dollars (\$1300)

___ 15 Meals per week w/ \$240 flex dollars (\$1400)

___ Unlimited Meals per week w/ \$120 flex dollars (\$1400)

Juniors and seniors may choose any combination of the below options, but ALL UPPERCLASSMAN RESIDENTIAL students will be REQUIRED to have a Declining Balance of at least \$100 per semester:

___ 40 meals w/ \$40 (\$300)

___ 25 meals w/ \$25 (\$200)

___ Declining Balance of \$

___ No Meal Plan

This residence hall contract is a legally binding agreement between the student and Georgia Southwestern State University for the Fall 2010 and Spring 2011 semesters. By signing below, the student agrees to accept the terms, conditions, policies and procedures of the contract and agrees to abide by the policies, rules and regulations published in the GSWeathervane.

PLEASE READ ALL CONTRACT TERMS BEFORE SIGNING ON THE OTHER SIDE.

Signature of Student

Date

Signature of Guardian (if student is under 18)

Date

Please return this contract with a \$50 application fee, \$250 deposit, and Meningitis Vaccination Form to the Office of Residence Life, Georgia Southwestern State University, 800 Georgia Southwestern State University Dr., Americus, GA 31709

APPLICATIONS WILL NOT BE PROCESSED WITHOUT THE APPLICATION FEE

Georgia Southwestern State University 2010-2011 Residence Hall Contract

This is a legally binding contract between Georgia Southwestern State University, acting through the Department of Residence Life, and enrolled students. In consideration of payments made, the student is entitled to occupy residence hall space and to services provided by the Residence Life Office, subject to terms set forth in this contract.

I. CONTRACT PERIOD AND ELIGIBILITY

(A) This contract, when appropriately signed and submitted, becomes effective upon its acceptance by the Department of Residence Life and is binding for the **FULL ACADEMIC YEAR** consisting of Fall and Spring Semesters as long as the student is enrolled in classes at GSW. **A student will not be allowed to sign a contract if they are not enrolled for Fall.**

(B) Residents of university housing facilities must be degree-seeking students who are registered for at least 3 credit hours at Georgia Southwestern and are required to pay the student activity fee. The university also provides housing for those enrolled in the English Language Institute of GSW.

(C) All residents who have earned less than 60 hours or have not already been on the meal plan for 4 semesters are required to purchase a meal plan. Food services privileges are non-transferable in part or in whole. The meal plan cannot be decreased any time after the scheduled add/drop deadline for the University.

II. CANCELLATIONS

(A) *New and continuing applicants for campus housing who decide not to enroll at Georgia Southwestern must cancel their contract in writing no later than thirty (30) working days prior to the first official day of classes for the affected term. Cancellation after this date will result in forfeiture of the deposit.*

(B) *Students who have signed contracts and will enroll at Georgia Southwestern are obligated to the contract for the entire academic year and may not cancel this obligation.*

(C) *Any student who is obligated to a 12-month lease and withdraws from the University prior to meeting the commitment of that lease will be charged the difference between the 9-month lease and the 12-month lease for the time on campus.*

III. RIGHT OF UNIVERSITY TO CANCEL

(A) The University reserves the right to refuse admission or readmission to University housing or to cancel the contract during the academic year for the student's failure to meet University requirements or to follow policies or regulations, or in the event of criminal conviction by civil authorities, or for any other reasonable cause.

(B) If the student fails to pay housing fees, additional fees, or assessments by the dates required by the University, the University is entitled to pursue any or all of the following actions: termination of the contract, evict the student from University housing, cancel registration, and withhold transcripts, diplomas or other records or documents maintained by the University.

IV. DEPOSITS AND RENT PAYMENTS

(A) The \$250 deposit must accompany the housing contract and is nontransferable to another person. *The deposit is refunded according to the following conditions: 1) the University is unable to provide campus housing, 2) the terms of the contract are fulfilled, the student has been officially checked out of the room by a residence hall staff member, and the student is cleared of responsibility for damage to the room or building. The deposit will be forfeited, wholly or in part, when the student: 1) is responsible for damage to the room or building, 2) fails to follow departmental check out procedures 3) terminates the contract after the established deadlines or before the terms are completed, or 4) owes the University any debt, fine, or other obligations owed by the student.*

(B) Per semester housing fees are due and payable in advance at the prescribed rate per academic term. If payment is not made by the stipulated deadline, the student's registration can be canceled.

(C) Monthly housing fees are due the first day of each of the month. For nine-month contracts payments will be due for the following months: August, September, October, November, December, January, February, March, and April. If payment is not received by the fifth day of the month, payment is considered late and a late fee of \$35.00 will be assessed.

V. REFUNDS

Students who officially withdraw from the University qualify for a prorated refund of room fees as determined by the date of the official checkout of the residence hall. Refunds will be prorated by the formula set by the Business Office. Students who vacate their assigned room during the semester without an official withdrawal or official

residency release and students who withdraw and fail to officially check out of the room with the Residence Life Staff or students who are evicted for disciplinary reasons will receive no refund of either housing fees or deposit.

VI. LIABILITY

Georgia Southwestern State University will not be liable for injury to persons or for loss of or damage to items of personal property that occurs in its buildings or on its grounds. This includes but is not limited to damage from fire, windstorm, vandalism, interruption of utilities, or condition of facilities. Students are strongly encouraged to carry appropriate insurance to cover possible loss of personal property.

VII. CONDITION OF FACILITIES

(A) Students are responsible for the condition of rooms, furnishings, and other items of property provided by the University. The student agrees to complete the Room Inspection Form by noting any discrepancies in the condition of the room described on the form at check-in. Upon checkout, the student will be billed for any repair or damages or replacement of University property beyond normal wear and tear.

(B) In the event of damage in hallways or common areas, students may be charged for repairs or replacement of damaged property when not attributed to a specific individual. Determination of room and common area damage, loss, or cleaning assessments shall be made by the University at its sole discretion.

VIII. OCCUPANCY

(A) Students may occupy residence hall rooms on the opening date announced prior to each term. Failure

to occupy a reserved room within 24 hours of the beginning of classes may result in cancellation of a specific space assignment. Students contracting for housing prior to the first day of the term will be held responsible for payment of the entire term regardless of when they check in.

(B) *Occupancy of rooms is allowed only by students to whom the room is assigned. Rooms may not be sublet to another person. In all residence halls, rooms shall be vacated by the date published by Residence Life.*

(C) The University reserves the right to: (1) authorize or deny room and roommate changes, (2) place additional students in a student's assigned room, (3) consolidate vacancies, (4) redesignate building usage, or (5) relocate students for reasons including, but not limited to, renovation, maintenance, construction, roommate conflicts, and disciplinary sanctions.

(D) In all residence halls, rooms shall be vacated no later than twenty-four hours after cancellation of the contract.

IX. ROOM KEYS

A student will receive a key to his/her room from the residence hall staff during check-in procedures. It is the student's responsibility to keep the key secure and return it to the residence life staff upon vacating the room. A resident who loses his/her room key will be held responsible for the cost of lock replacement. Should the key be broken, a replacement key will be provided when the broken key is returned at the cost of \$250 per key. Possession of unauthorized keys is prohibited.

X. ROOM ENTRY

While the University will make every effort to respect the privacy of the student, the university reserves the right of entry for inspection, verification of occupancy and repairs, or when there is reason to believe the Student Code of Conduct is being violated. The university also reserves the right of entry without notice in circumstances posing a threat to life or property or as reasonably necessary to preserve campus order and discipline.

XI. CONDUCT IN THE RESIDENCE HALLS

Students and their guests are expected to conduct themselves with proper regard for the rights, property, and privileges of other residents. Pets, solicitation of business, weapons, alcohol, controlled substances, alteration of locks, removal of furnishings, and tampering with any security or fire system is prohibited. Violations of these regulations may subject the individual to disciplinary action, confiscation of contraband, and removal from University housing or from the University itself.

FOR OFFICE USE ONLY		
Hall _____	Date Rec'd _____	\$50 Application Fee _____
Room _____	Meningitis _____	\$250 Deposit _____