



UNIVERSITY OF  
**NORTHERN COLORADO**

## Housing & Residential Education

### Summer 2023 Terms and Conditions

**Meningitis Acknowledgement** - Please review this information before proceeding with the application. For an electronic copy of the Meningitis information please click [here](#). Additional information about Meningococcal disease is available online at the CDC website, and the UNC Student Health Insurance Program website or contact your family physician for advice.

Medical Acknowledgement - The State of Colorado requires the meningitis vaccine for freshmen living in student housing. You must acknowledge that you have received the vaccine. If you have elected not to have the vaccine, you must still read and acknowledge that you understand the risks of this deadly disease.

Meningococcal disease is a highly contagious, but a largely preventable infection of the spinal cord fluid and the fluid that surrounds the brain. Scientific evidence suggests that college students living in dormitory facilities are at a modestly increased risk of contracting Meningococcal disease. Immunization against Meningococcal disease decreases the risk of contracting the disease. Additional information about Meningococcal disease is available online at the CDC website or contact your family physician for advice.

#### **Housing & Residential Education - Contract Terms & Conditions**

This document and the documents, policies, rules, and regulations attached and/or referred to within it constitute the University of Northern Colorado Department of Housing & Residential Education Terms and Conditions for residence halls and dining services (collectively "Terms & Conditions").

Students who enter into a contract are committed for the entire summer academic session in which they are enrolled at the University of Northern Colorado.

1. **Eligibility** - In order to be eligible for occupancy in University housing, the student must be enrolled in a students taking the 6, 8, or 12 week sessions during the summer 2023 session and students enrolled in extended campus programs or graduate courses may live on campus for the duration of their program or course (Dates of stay will be coordinated by program/department. Please contact Housing & Residential Education to see if your program qualifies.) The summer sessions begins on Sunday, May 7, 2023 and ends on Friday August 11, 2023. Exceptions include tenants must be enrolled Spring Semester for a minimum of six credit hours and registered for Fall Semester for a minimum of six credit hours and not be required to be a student in the summer session.
2. **Dining Services** - The housing contract does not include a food/meal plan. To setup a dining plan, submit a contract online at Dining Website. Dining room services, hours and locations may be adjusted by the Dining Services office. Food service contracts are not transferable. Disciplinary action will be taken and charges will be levied against individuals allowing other persons to use their meal card. A charge will be assessed for meal contract changes, cancellations and lost identification cards. Students may enter the dining rooms with their student I.D. cards.
3. **Contract Terms** - The housing contract binds the resident for the full summer session in which they are enrolled. If a contract is entered into at the start of the summer session, the contract will be binding until the final day of the session. If the dates of the summer session are revised by the University, those revised dates will apply and will not alter the financial obligation under this contract.

4. Cancellation Policy - If at any time prior to the beginning of the contract term the applicant decides to cancel, written notification must be provided to the Department of Housing & Residential Education. Cancellation can only occur if the contract period has not begun. Housing deposits will be refunded only in accordance with the following policy: A full refund of \$100 will be granted if notice of written cancellation is postmarked and mailed to the Department of Housing & Residential Education Office 15 days prior to the contracted term and the student does not have an active contract for fall 2022. Students may also provide a written cancellation notice in person at the Housing & Residential Education Department in Tobey-Kendel Hall, Room 199, Monday-Friday, 8 am-5 pm or via email to [housing@unco.edu](mailto:housing@unco.edu) from the student's UNC Bearmail address. All refunds will be disbursed to the student's university account. IF THE CANCELLATION NOTICE IS NOT SUBMITTED 15 DAYS PRIOR TO THE CONTRACTED TERM, THE DEPOSIT OF \$100.00 WILL BE FORFEITED.
5. Assignment Policy - Assignments to residence halls are made based upon the date of receipt for the applicant's completed contract and space availability within the residence hall. The University may place residents in temporary housing assignments. As permanent accommodations become available, temporarily assigned residents will be required to move to permanent accommodations only as offered by the University.
6. Smoking: Smoking is not permitted in residence halls or dining rooms. This includes, but is not limited to, cigarettes, e-cigarettes, smoking pipe, vape pens, hookahs, chewing tobacco, marijuana and other products containing tobacco or tobacco derivatives.
7. Check-In and Check-Out - Each resident is considered checked-in when (s)he obtains the room card. When moving into the assigned room, the resident shall complete, sign and turn in a Room/Apartment Inventory Form. When vacating the assigned room/apartment, the resident must follow the proper check-out procedure. The Room Inventory Form and an inspection by an appointed Housing & Residential Education staff member will serve as the basis for check-out charges, if assessed. Each resident agrees to follow the proper check-out procedures when vacating the premises or relocating with the system. This includes, but is not limited to, removing personally owned furniture and equipment, removing all waste and debris, and leaving the room in the same condition as when accepted (reasonable wear and tear excepted.) The resident will be responsible for any cleaning. Maintenance or repair required to return premises to the same condition as when accepted will be accomplished by University appointed personnel and will be billed accordingly. Failure to check in will not release the student from this contract.
8. Resident Responsibilities - The resident agrees to make payment of all fees as required in the summer housing cost sheet. The resident agrees to observe all rules and regulations of the University of Northern Colorado, the Department of Housing & Residential Education and the State of Colorado which are incorporated by reference into this document. The resident agrees to honor all terms and conditions stated in this contract and the Housing & Residential Education Handbook. If you have ever been convicted of a sexual offense that requires registration pursuant to CRS 183-4125, please inform the Department of Housing & Residential Education Office in writing with your application.
9. Measles Immunization Requirements Colorado State Law now requires all college or university students to present to the Student Health Center a certificate of immunization from a licensed physician showing immunization against measles, mumps, and rubella or an approved exemption. A student may file a personal or religious exemption by submitting a Colorado Department of Health Certificate of Immunization with the statement of religious or personal exemption signed by the student if 18 or older; or if less than 18 years, by the parent or guardian; or emancipated student/consenting minor. In the event of an outbreak, students with exemptions can expect to be

quarantined off campus at their own expense and there will be no refund for room and board. The University is not responsible for any liability the student may suffer because of noncompliance. The Meningitis vaccine is required; and the State of Colorado does require that the University provide you with the appropriate information regarding Meningococcal Disease which can be found at <https://www.unco.edu/student-health-center/health-topics/meningitis.aspx>.

10. Rates - The rates stated on this contract are applicable and inclusive of a fee for resident student organizations to provide social, cultural and educational services for hall residents. The University reserves the right to adjust contract rates during the term of the contract. Rate increases will require a 30-day calendar advance notice to Residential Education/Summer Housing students and shall not exceed \$100 during any academic term.
11. Indebtedness - The resident's failure to meet financial obligations for room and board payment, according to the University fee schedules, may result in meal denial, termination of the contract, denial of grade transcripts, or denial or reassignment, in accordance with the University rules and regulations governing student's failure to meet financial obligations to the University.
12. Vacating - Residents must vacate the premises within 24 hours after their final exam or upon discontinuance as a student, whichever occurs earlier.
13. Consolidating Vacancies - The University reserves the right to change room or hall assignments, to assign roommates, and to consolidate vacancies by requiring a resident to move from single occupancy of an apartment/suite.
14. Room Changes - A resident may change rooms only with a written authorization from their hall staff. Unauthorized room changes or failure to move out of a room when required may result in additional charges as determined by the University.
15. Contract Assignments - A resident may not subcontract any part of the premises or allow any unauthorized party to occupy the premises or any part thereof.
16. Payment - By applying for admission, registering for classes, contracting for room and board, and allowing charges to be added to their account, the student represents that they have the intention and ability to pay and they promise to pay of all charges placed on their account, as well as any service charges or collection costs, if any, that may be due. Electronic bills will be sent monthly to the students bear mail account as well as any authorized users emails that the students set up. Payment is due at the Cashier's Office on or before the payment due dates shown on the eBill.
17. Refund and Forfeiture Policies - The \$100 deposit submitted with the signed contract will be credited to the student account at the end of the contract term unless it becomes necessary to withhold the deposit under the terms of the contract. The \$100 deposit is refundable for students that complete their contracted term and have met the terms and conditions of the Housing and Dining contract. For students who have also contracted for Housing and Dining for the 2023-2024 academic year, the \$100 deposit will rollover to the 2023-2024 academic year term. Once the contracted term has begun, the student will be billed for the entire summer session.
18. Liability - The University of Northern Colorado, its officers, employees and agents, and the Department of Housing & Residential Education/Conference Services are not liable for any property of the resident that may be lost, stolen or damaged in any way, anywhere on the premises of the University, including storage facilities. The resident agrees to save, hold harmless, and indemnify the University and its officers, employees and agents from any claims or damages substantiated by the resident or other parties as a result of the acts or omissions of the resident to the room or furnishings, including, but not limited to, the construction of loft beds, bookshelves, water beds, partitions or other structures. The resident will be financially responsible to the University in the event a third party, who is injured by the

resident's acts or omissions, claims the University is liable for damages. PERSONAL PROPERTY INSURANCE COVERAGE IS HIGHLY RECOMMENDED.

19. Damages and Costs - The resident agrees to pay for any damage to the buildings, including fire damage, any damaged or missing furniture, any lost property, or any service costs caused by said resident because of actions, neglect or intent. Where two or more residents occupy the same room, suite or apartment and the responsibility for damage, loss or any other charges cannot be ascertained by the University, the cost of the damage, loss or charges will be allocated and assessed equally to all occupants of the room, suite or apartment. Students are responsible for individual community damages collectively.
20. Termination of Contract by University - The University reserves the right to terminate a Residential Education/Summer Conference contract under the following circumstances; in all of these circumstances the deposit is forfeited and room and board will not be refunded: 1) A resident is found to have violated any rules or regulations listed in or referred to in this contract, or in the publications Residential Education Handbook and Students' Handbook, or in any other official University publication. If this contract is terminated during the summer for disciplinary reasons, the resident may not be allowed to return to the residence halls the following academic year. 2) A resident fails to comply with any portion of the contract. 3) A resident has any unpaid charges from a previous Residential Education contract. 4) A student's contract may be terminated and the student removed from University housing if he/she poses imminent threat to themselves or others in University housing.
21. Suspension of University Obligations - The obligations of the University under this contract to provide housing, dining services and any other contracted services may be suspended if prevented or delayed as result of storm, flood or other acts of God; as a result of fire, war, rebellion, scarcity or water, insurrection, riots, strikes, employee job actions; as a result of an order, rule, or regulation of any federal, state, municipal, or other governmental agency; as a result of legislative, judicial, or gubernatorial de-authorization or misappropriation; or, as the result of any cause whatsoever beyond the control of the University, whether similar to the causes herein above specified or not. The time of such delay or interruption shall not be counted against the University; anything in this agreement to the contrary notwithstanding.
22. Contract Changes - Residents may not make changes in the terms and conditions of this contract without agreement and written authorization of an appropriate agent of the University.
23. Contract Authority - If the resident is under the age of 18, their parents or legal guardian shall become a party to this contract and shall sign the contract as evidence of acceptance of all contractual responsibilities. University of Northern Colorado, Department of Housing & Residential Education, Campus Box 38, Greeley, Colorado 80639-0073. Phone: 970-351-2721, E-mail: housing@unco.edu.