

OFFICE OF RESIDENTIAL LIFE HOUSING CONTRACT

The housing contract is for the entire 2021–22 Academic Year (Fall and Spring Semesters) at the University of Minnesota Morris (UMM), excluding semester breaks and holidays. **This contract cannot be terminated solely for the purpose of living off-campus.** Residence halls will be open: Fall Semester: August 21 (8:30 a.m.–1 p.m. for new students, 1:30–5:30 p.m. for returning students)–December 17, 2021 (close at noon); Spring Semester: January 16 (Residence halls will be open at noon)–May 13, 2022 (halls close at noon for anyone not participating in the commencement ceremony) (excluding Spring Break, March 12–19). **Students not registered for break housing must be out of the residence halls 24 hours after their last finals or by 12 p.m. on Saturday, whichever one comes first.** Dining Service will not be available outside the above listed dates and lunch on the first date listed: October 15–19, 2021; November 24–28, 2021; December 17–January 16, 2021–22 (Winter Break); March 11–19, 2022; and May 14, 2022. Residence halls will reopen at noon on Sunday at the end of each break (except for Fall Break—hall will reopen on Tuesday). Break housing is available to students at no additional cost for students who register by the deadline for each break.

This contract becomes a binding legal document when it is signed by you (or your parent or guardian if you are under 18), and it is accepted by UMM. Read it carefully so you understand its provisions thoroughly. If you have questions, please check our website at morris.umn.edu/residentiallife, email housing2@morris.umn.edu, or write to the Office of Residential Life (ORL), UMM, 600 E. 4th St., Morris, MN 56267-2132.

The provisions of this contract must be either accepted as written or rejected. Any alterations, cross outs, additions, etc. will be disregarded and the contract, when signed and accepted, will be binding on both parties as originally written. By signing and returning the contract (or by submitting a completed electronic copy) the student agrees to this contract for the entire academic year, or the remainder thereof. Non-occupancy of assigned space does not terminate the contract, and the appropriate charges under the contract will continue.

A. Eligibility—To be eligible to live within University Housing, each applicant must, throughout their occupancy, be an admitted enrolled University of Minnesota Morris student and be at least 16 years of age at time of occupancy. Residents must maintain and be actively engaged in a minimum of six (6) credits per semester. Students who cancel their academic registration must move out within 72 hours of their academic cancellation date. Students who cancel during Fall Semester and have registered for Spring Semester may request an exemption from ORL. UMM reserves the right to deny housing to an otherwise eligible applicant or to remove a current resident if it determines that the individual's presence in student housing would not be in his/her and/or the University's best interest.

B. Application Fee—First-time applicants for a residence hall will have a \$50 non-refundable application fee for on-campus housing charged to their fee statement.

C. Contract Period and Conditions—Subject only to the provisions of termination—see Eligibility (A) and Contract Cancellation (H), *this contract is for the entire academic year.* Every effort will be made to comply with the room assignment choices that are indicated on this contract; however, UMM reserves the right to make assignments in accordance with availability of space. **UMM also reserves the right to reassign students to another room or apartment.** New students may move in no earlier than 8:30 a.m. on the Saturday before the first day of Fall Semester classes. All students who are not graduating students or participating in commencement must move out no later than noon on Friday of Spring Semester finals. (Exceptions are not guaranteed and must be communicated to the Office of Residential Life for approval.)

The Dining Service plans begin on the first day of classes each semester (Orientation opening picnic Fall Semester) and end with lunch on the last day of final exams. Holiday break meals are not included in the meal plans (including Fall and Spring Semester breaks). Meals will commence on the day classes resume following the holiday. **Students may stay in their Residence Hall or on campus apartment during fall break, Thanksgiving break, winter break, and spring break at no additional cost, but must register with ORL before the break.**

Students moving in more than one week after the start of a semester are credited for a prorated portion of the Housing and (if applicable) Dining Service fees adjusted for the number of full weeks missed. Students attending UMM for one semester only, or wishing to live on campus only one semester, should consult in advance with ORL. Contracts are not transferable from one student to another; this contract may not be assigned or sold. Sub-letting of rooms or apartments or of space within them is prohibited. Conducting businesses within them is also prohibited.

D. Check In Procedures—Residential Life staff will issue room or apartment keys to students at check in. At that time, students must complete and sign a Room Condition Report (RCR), student data card, and a Missing Person form. These reports assure that students will not be charged for damages or missed items caused by previous occupants. **Failure to fill out and return the RCR and data card to the Community Advisor (CA) within one week after check in will result in an improper check in, and the resident will be charged a \$60 fee.**

E. Damages and Additional Charges—Residents will be charged individually for damages they cause. If individual responsibility cannot be established, residents of a given room will be held jointly responsible for any damages, other than normal wear and tear, not indicated on the Room Condition Report (RCR) completed when they assume occupancy. An allocated share of damages and losses occurring in the public areas of the residence halls or apartments which cannot be traced to and collected from individuals will be assessed on an allocated basis at the end of Spring Semester. Within 15 business days after check out, a renter will be assessed for any damages owed, either individual or public areas. **A renter has 10 business days from the date damage charges are assessed to contest the charges.** Lost keys will be replaced and locks recored for a \$60 charge. A renter who fails to return his/her key upon check out will be billed \$60. An additional \$60 will be charged for failure to comply with check out or check in procedures. Cleaning charges will also be assessed, if the room is not left in a state of reasonable cleanliness.

F. Rules and Regulations—Students residing in UMM housing are subject to all relevant federal, state, local, and University laws, ordinances, rules and regulations, which may be amended during the contract period. This includes information contained in the University of Minnesota Morris Catalog, the Residential Life policies found at students.morris.umn.edu/residential-life/policies-and-procedures and the Student Conduct Code. Violations will result in action being taken by ORL and UMM, varying from issuance of a warning to seeking prosecution in criminal court, depending on the nature and severity of the violation. Forfeiture rules apply to anyone evicted from the residence halls (see section H).

G. Room Changes—No room changes for the last two weeks of any semester. If you are moving from your current fall assignment to a new spring assignment and the room is not vacant, you will need to take all belongings home and check into the new space immediately upon return to campus on Sunday or Monday prior to the first day of Spring Semester. **Room changes are normally allowed only after the first 2 weeks of classes in the beginning of each semester.** All changes must be cleared in advance through Residential Life.

Residence Halls:

- Should your roommate move out of your room for any reason or if a roommate never moved in, you have 8 business days to do one of the following:
 - Find a new roommate of your choice. If this option is selected and no new roommate is found, you will be billed the double-as-single supplemental rate from the date of the departure of your former roommate or assigned a roommate by ORL if the space is needed.
 - Take out a double-as-single room contract for the remainder of the year provided there is no demand for the space. Once you have selected the double-as-single rate, you may only revert back to a double rate at the end of a semester if you have a new roommate move in with you. You must notify your CA or HD 10 business days prior to the end of the semester of a desire for a roommate.
 - Remain in your room and accept assignment of a roommate by ORL. If such a person is not available, you may be reassigned to another half-occupied room on your floor or be billed the double-as-single rate.
- Students will be charged double-as-single room supplemental rates after a roommate moves out if they do not find another roommate, accept relocation to another room, or choose not to have a roommate assigned. Double-as-single supplemental rates will be assessed from the date of departure of your former roommate.

Apartments:

- Should occupancy in an apartment fall to three students, the remaining students will have 8 business days to do one of the following:
 - find a new roommate of your choice. If this option is selected and no new roommate is found, a single supplemental rate will be split among the remaining roommates from the date of departure of your former roommate.
 - If space permits, take out a single room contract that will be split among the remaining three roommates. Once you have selected the single rate, you may only revert back to a double rate if you have a new roommate move in with you. You must notify your HD 10 business days prior to December 1 of a desire for a roommate. ORL reserves the right to assign a fourth person to the apartment if the space is needed.
 - Remain in your room and accept the assignment of a roommate by ORL. If you refuse to accept the roommate assigned to your apartment, the single rate will be charged and split among the remaining roommates dating back to the departure of the roommate.
- Should occupancy in an apartment fall to two students, the remaining students will both be billed the double-as-single supplement from the date of departure of their former apartment-mates unless (a.) they, not ORL, find new apartment-mates within 8 business days. (b.) they are assigned new apartment-mates (if required) by ORL. The two remaining students may request to be reassigned by ORL to another apartment to avoid paying double-as-single rates. (c.) Remain in your room and accept the assignment of a roommate by ORL. If you refuse to accept the roommate assigned to your bedroom space, you will be charged the double-as-single rate dating back to the departure of the roommate. ORL reserves the right to assign up to four people to an apartment if the space is needed.
- A single student is not allowed to remain in their apartment with no roommates. ORL will consolidate the individual into another apartment.

H. Contract Cancellation—Students submitting a written request for cancellation of housing from May 17 to August 26 will be charged a \$200 cancellation fee.

For any students who cancel after August 25 and have moved into the residence halls/apartments, see *Authorized Cancellations* and *Unauthorized Cancellations* below.

Students Who Are Presently Living On-Campus:

Authorized Cancellation:

Students who are withdrawing from UMM, getting married, not registered for classes, graduating, student teaching/internship/study abroad, or for medical/health reasons must comply with all check-out procedures. See the following website for checkout procedures: students.morris.umn.edu/residential-life/policies-and-procedures/check-and-check-out-information. Requests for cancellation of this contract after moving in or after the opening day will require students to fill out a Cancellation Request Form to be received by 4 p.m. of the third Friday of November (academic dismissals exempt). The student must show just cause for termination (major unforeseen circumstances). Rental charges owed upon cancellation of the contract are computed on a prorated basis over the course of the semester until the completion of check-out procedures. No credits or refunds will be allowed for the last ten days of the semester.

Unauthorized Cancellation:

Unauthorized cancellations occur when any student moves off campus without showing just cause for termination. The student must provide at least 10 days advance notice of intent to vacate to ORL staff. Students who move out with less than a 10-day notice will be charged for an improper checkout. **No credit or refund on the rental obligation will be allowed for the semester in which the cancellation occurs. If a student moves out during fall semester, an additional 25% of the contracted room value for spring semester will be charged to the student's fee statement.** Contracts are not transferable.

I. Insurance—UMM assumes no responsibility for theft, destruction, or loss of monies, valuables, or other personal properties belonging to or being in the custody of the student from any cause whatsoever, whether such losses occur from the student's room or public areas. Each student is strongly encouraged to carry personal property insurance.

J. Supplemental Fees—The fees for residence hall double occupancy rooms and apartment rates are listed on the front of this contract. Additional fees are charged as follows (**these rates are based on the 2020–21 rates and are subject to change**):

- Residence Hall Designed Single**—An additional semester fee of \$454 is charged for a room designed as a single.
- Residence Hall Double-as-Single***—An additional semester fee of \$730 is charged for a double room rented as a single.
- Apartment Double-as-Single***—An additional semester fee of \$731 is charged for an apartment bedroom rented as a single. If there are two people in an apartment, each occupant is charged the additional fee.
- Apartment with only three residents**—An additional semester fee of \$487 is charged to each student living in apartment with only three residents.
- Green Prairie Double-as-Single***—An additional semester fee of \$598 is charged for a double room rented as a single. (***The Office of Residential Life reserves the right to assign roommates to double-as-singles.**)

K. Dining Service—Students choosing to live in UMM Residence Halls must select one of the meal plan options. Meal plans are also available to students choosing to live in the on-campus UMM Apartments or in off-campus housing. If a student living in a UMM Residence Hall does not select a meal plan, the Carte Blanche Green meal plan will be the default plan.

L. Due Dates/Late Fees—Fees are due at the end of each month. An electronic billing statement is sent to the student's UMM email account at the beginning of each month. Overdue room and board payments will preclude registration for subsequent semesters until payment in full is received together with the late fee. For more information on late fees see this web site: onestop.morris.umn.edu/pay/plan.

M. Green Prairie Community Sensors—Sensors in the Green Prairie Community collect energy and water use data in each suite and single room. X500 user name, room number, and room type data for Green Prairie residents will be shared with UMM web application developers to allow residents to view energy and water usage. To opt out of this program please email the Office of Residential Life at housing2@morris.umn.edu.



2021-22 ACADEMIC YEAR

**FILL OUT YOUR CONTRACT ONLINE:
morris.umn.edu/residentiallife**

PERSONAL INFORMATION Print clearly

UMM ID #

Last Name First Name

Permanent Address

Permanent Address Line 2

City State Zip

Student Cell Phone #

Gender Birthdate (mm/dd/yyyy)

UMM email

EMERGENCY CONTACT INFORMATION

Emergency Contact 1 (parent or legal guardian)

Relationship to Student

Home Phone # with Area Code

Cell Phone # with Area Code

Email

Emergency Contact 2

Relationship to Student

Home Phone # with Area Code

Cell Phone # with Area Code

Email

APPLICANT INFORMATION

Residence to begin: Fall 2021 Spring 2022

I will be: New Student Transfer Continuing

Next semester I will be:
 First-year student Sophomore Junior
 Senior PSEO

Do you have any special requirements?

For students with disabilities, contact the Disability Resource Center at 320-589-6178. All other special needs, contact the Office of Residential Life at 320-589-6475.

Gender-Inclusive Housing

The Office of Residential Life offers Gender-Inclusive Housing, where interested students are permitted to share a selected campus apartment or room space regardless of sex, gender, gender identity, or gender expression. For more information about Gender-Inclusive Housing, please visit students.morris.umn.edu/residential-life/gender-inclusive-housing.

I would like to apply for Gender-Inclusive Housing (opt-in only). I understand that if I don't list a roommate preference, I will be placed with another student who selects Gender-Inclusive Housing regardless of gender identity or expression.

I would like to be placed on a floor that has a Gender-Inclusive restroom.

BACKGROUND INFORMATION

The University of Minnesota Morris Office of Residential Life is committed to maintaining a safe and respectful residential environment. As part of this commitment, ORL requires housing applicants to include information about their conduct. Applicants reporting criminal convictions, pending charges, or prior misconduct are never automatically barred from University housing.

1. Have you been convicted of a criminal offense (felony, misdemeanor or juvenile offense) other than a minor traffic violation? Do you have such a charge pending against you?
 Yes
 No—I have no convictions or charges pending as described above.

2. Have you have been expelled from, suspended from, or placed on probation at any high school or equivalent and/or any postsecondary institution because of an alleged offense of sexual assault or sexual misconduct? Have you been prohibited from living in campus housing because of an alleged offense of sexual assault or sexual misconduct? Do you have an unresolved/pending case at any high school or equivalent and/or any postsecondary institution, because of an alleged offense of sexual assault or sexual misconduct?
 Yes
 No—I have not been expelled, suspended, placed on probation, or prohibited from on-campus housing, and I do not have unresolved/pending cases as described above.

3. Have you been expelled from, suspended from, or placed on probation at any high school or equivalent and/or any postsecondary institution, or prohibited from living in campus housing because of an alleged offense that harmed or had the potential to harm others? Do you have an unresolved/pending case at any high school or equivalent and/or any postsecondary institution because of an alleged offense that harmed or had the potential to harm others?
 Yes
 No—I have not been expelled, suspended, placed on probation, or prohibited from on-campus housing, and I do not have unresolved/pending cases as described above.

If you answered YES to any of the above, go to (z.umn.edu/ummHousingResponse) to provide a detailed statement of explanation and an optional statement as to why you believe this information should not be cause for concern about the safety of the residential community.

ROOMMATE ASSIGNMENT INFORMATION

If you have someone you would prefer to be your roommate, please write their name in the space provided below.

Last Name First Name

Note: All UMM residence halls and apartments are smoke free.

1. Do you smoke? no yes
2. Do you consume alcoholic beverages? no yes
3. Are you more morning person night person
4. Are you more introverted outgoing
5. Do you keep your personal space tidy cluttered

**The most significant questions to pair roommates are #1 and #2.*

CAMPUS HOUSING PREFERENCE AND ROOM RATE

Please number all applicable residence hall options, starting with 1 as your most desired. Placement will be determined on a first-come, first-served basis. **All rates are based on the 2020–21 rates and are subject to change.**

RESIDENCE HALLS Meal plans are required.

___ **Blakely Hall**\$2,780/semester

___ **Clayton A. Gay Hall**..... \$2,050/semester

G2 3rd floor—theme floor: **Healthy Lifestyles** (*Check only if you want to live on this theme floor*)

triple room (*Larger room designed to house three students*)

___ **David C. Johnson Independence Hall**..... \$2,050/semester

3C—all-female floor (*Check only if you want to live on this female floor*)

4A—theme floor: **Civic Engagement** (*Check only if you want to live on this theme floor*)

triple room (*Larger room designed to house three students*)

___ **Green Prairie Community**
(Suite-style upper-class sustainability student housing. First-year students may only sign up for the First-Year Sustainability Theme Floor.)

Double Bedroom (in 2BR Suite) \$2,665/semester

Single Bedroom (in 4BR Suite) \$2,921/semester

Designed Single with Bath \$2,833/semester

___ **Pine Hall** \$2,050/semester

___ **Spooner Hall** \$2,050/semester
(Only upperclass students may sign up for Spooner Hall.)

APARTMENTS* Meal plans are optional in the apartments.

___ On-Campus Apartments \$2,250/semester
(4-person apartments with 2 bedrooms)

**First-year students may not live in the on-campus apartments. Students who have been out of high school for a number of years and have considerable life experience may apply for a waiver. ORL may temporarily assign first-year students to the apartments if the space is needed.*

For supplemental hall fees refer to Supplemental Fees—section J on the back of the contract.

MEAL PLAN OPTIONS AND COST

All students living in the residence halls are required to have a meal plan. Quoted rates are per semester. Students living in the apartments are not required to have a meal plan.

All plans and rates are based on the 2020–21 plans and rates and are subject to change.

Carte Blanche Green..... \$2,266
(unlimited access to the dining hall)

Carte Blanche Maroon \$2,328
(unlimited access to the dining hall with \$50 dining dollars and 5 guest passes)

Carte Blanche Gold\$2,436
(unlimited access to the dining hall with \$150 dining dollars and 10 guest passes)

175 meals and \$300 Dining Dollars \$2,095
(only available to sophomore, junior, and senior students)

Students in on-campus apartments, juniors and seniors in the residence halls, and off-campus students may also select the following options.

65 meals + \$200 Dining Dollars.....\$1,100

No meal plan (Apartment residents only)

CONTRACT

I have thoroughly read the ORL and Dining Services policies, rules, regulations, and requirements contained in this contract and agree to comply with them and such other reasonable rules and regulations as may be designated by the Office of Residential Life during the course of this contract. In particular, I understand that this contract is for both room and board (board optional for apartments) for the entire academic year consisting of Fall Semester of 2021 and Spring Semester 2022, subject only to the general room and board cancellation policies stated in this contract.

signature of student date

signature of parent or legal guardian (if student is under 18) date

First-time applicants: Your **\$50 nonrefundable contract fee** will be automatically charged to your fee statement.

**FILL OUT YOUR CONTRACT ONLINE:
morris.umn.edu/residentiallife**

For Office Use Only:

Assignment:_____ Date:_____

Assignment:_____ Date:_____