



**DEPARTMENT OF RESIDENTIAL LIFE
RESIDENCE HALL APPLICATION AND CONTRACT**

PLEASE MAIL/FAX 803-705-6301 RESIDENCE HALL APPLICATION TO THE OFFICE OF RESIDENTIAL LIFE

OFFICE USE ONLY

Date Received: _____

Residence Hall: _____

Room #: _____

THE RESIDENTIAL HALL AGREEMENT AND CONTRACT

I hereby apply and agree to the terms and conditions appearing on the reverse side of this application for assignment of accommodations in a Residence Hall for the 20__ to 20__ semester(s). I have read and understand that this is a contract and that it is enforceable for the entire duration of my residential experience.

Signature of Applicant _____ Date _____

**Please Provide the Information Requested Below:
-Print Only In Ink-**

Last Name First Name Middle Initial

Permanent Address Telephone #

Student ID Number Gender Date of Birth

Classification (Freshman, Transfer, Readmit or etc.) Academic Major

Parent or Guardian Name Relationship

Student Home Address City State Zip Code

Parent or Guardian Telephone Number (Home or Cell) Work Number

Preferred roommate Last Name First Name Middle Initial

*****Please review important information on back*****

**PLEASE INDICATE ANY CHRONIC AILMENTS THAT SHOULD BE CONSIDERED WHEN MAKING
YOUR ROOM ASSIGNMENT**

TERMS AND CONDITIONS OF RESIDENCE HALL AGREEMENT

The initials and signature of a student or guardian on this application and contract signifies that he/she agrees to and accepts the following terms and conditions. Each Residential Hall Agreement is personal and may neither be transferred or reassigned by the student(s).

Each statement must be initialed in order to be accepted by the College

1. Rental Period: The rental period is for the entire academic year beginning on the first day of move-in and ending on the last day of move-out after the spring semester. Agreements made any time after the actual opening of the Fall Semester are effective until the close of the academic year.
Initial here:
2. Room Fee: One Hundred dollars (\$100.00). The payment of a room fee guarantees eligibility for a room assignment. The fee is not applied as a payment against the total cost of the applicant's room rent. Room fees are non-refundable, except when the college is unable to furnish a room. Room fees are due annually by June 1st. Initial here:
3. All room assignments are on a "first-come, first-served" basis. This means, in the order that we received your application and room fee, is how we will make your assignment. Please note **ALL** freshmen will stay in housing designated for First Year Living and Learning, unless an overflow occurs. Transfers and re-admits will be housed first-come, first-served. Initial here:
4. Rental Charge Payments: Semester rental charges are included in student's billing by the Business Office.
Initial here:
5. Refund: A student who officially withdraws from the College during the first five (5) weeks of a semester is entitled to a refund of fees for that semester if the students finances allows. The refund is based on the following scale

Withdrawal Period

During 1 st or 2 nd Week.....	80%
During 3 rd Week.....	60%
During 4 th Week.....	40%
During 5 th Week.....	20%

Initial here:

6. General Provisions: The College reserves the right to (a) change any room assignments; (b) enter rooms for routine inspections, repairs or housekeeping at any time deemed necessary for institutional reasons or purposes; (c) enter rooms to inspect for rule violations at any time deemed necessary with just cause; (d) control rooms in case of an epidemic; and (e) terminate the Residential Hall Agreement for reasons deemed sufficient by College Officials such as President, Vice President for Student Affairs, and the Director of Residential Life. Reasons are as follows: obsessive residence hall violations (3 or more), non-compliance and etc. Initial here:
7. Room Charges begin on the first official opening date of the residence hall and ends when the student returns the key to their Residential Life Coordinator or at the end of each semester.
Initial here:
8. In keeping with College policy, room assignments are made without discrimination to race, religion, sexual orientation, color or national origin. The College reserves the right to make guidelines as it deems necessary for the protection of all properties and for the safety, health, comfort and convenience of the student living in the residential communities.

Initial here:

Health and Safety

In ordinance with the Center for Disease Control and Prevention (CDC) along with Federal, State and Local government, and other health and risk organizations, the health and safety of students while residing on campus is a

priority. Therefore, student must wear a face mask and take necessary actions to ensure that their own living space (residence hall, residence hall room, residence hall bathroom and residence hall communal spaces) are a safe place outside of general cleaning from the College. This means students must adhere to the following while residing on campus:

- Wear a face mask or face cover, covering the nose always, inside, and outside of the residence hall
- Wash hands and forearms for 20 seconds minimal with antibacterial soap
- Frequently sanitize with a minimal of 60% alcohol contained sanitizer
- Thoroughly clean/sanitize “as-you-go” meaning, when entering restrooms, self-clean the area that you are using before and after, when entering your room, clean/sanitize door handles/knobs, commonly used surfaces and other encountered items
- If someone presents to be ill, distance yourself from that person and area, then, report it to the staff on duty.
- Seating in Common Areas/Lounges will be limited to capacity to adhere to social distancing and will be strictly enforced.
- Visitation will not be allowed throughout the entire residential community
- Midnight curfews for ALL Residence Halls.
- Residents Halls will have **required** routine temperature monitoring procedures and campus-wide testing.
- If a student is found to violate these policies (curfews, face-coverings, failure to attend campus-wide testing, and other violations) there will be a mediation and/or judiciary process before being removed from campus housing and finishing the academic semester virtually/online.
- All policies, procedures, and rules are subject to change and notification will be sent out via email or official notice at the time of change. Until official notice is given, all policies, procedures, and rule stand.

Please list (if any) chronic ailments: _____

PLEASE NOTE: BENEDICT COLLEGE IS NOT RESPONSIBLE FOR THE LOSS, THEFT, OR DAMAGE OF PERSONAL PROPERTY BELONGING TO RESIDENTS. EACH STUDENT MUST PURCHASE THEFT INSURANCE TO COVER ALL PERSONAL ITEMS.

Initial here: _____

ANY STUDENT IN VIOLATION OF THE ABOVE CONDITIONS OF THE CONTRACT, VIOLATING COLLEGE AND RESIDENTIAL POLICIES, NOT ADHERING TO ADMINISTRATOR OR STAFF DIRECTIVES OR ORDERS, WILL BE REMOVED FROM THE RESIDENCE HALL WITHOUT FINANCIAL ADJUSTMENTS OR REFUND.

Initial here: _____

I hereby apply and agree to the terms and conditions in the Residential Agreement for the full academic year, even if the start date of this agreement is after the start of the semester. I have read and understand that this is a contract and that it is enforceable for the entire duration of my residential experience.

Initial here: _____

March 2021