



## Office of Campus and Residential Life

### Housing Contract

2023 - 2024

Juniata College is a four-year residential college and all students are expected to live in college-owned housing; unless they are enrolled as a part-time student, commuter, masters/graduate student or received approval for a housing exemption. The Office of Campus and Residential Life seeks to establish an enriching residential experience that supports the Juniata mission, especially in the areas of community engagement, personal development, authentic leadership and global citizenship. We are committed to providing a safe and inclusive environment that fosters a well-rounded collegiate experience.

This agreement is binding for entire the academic year (each registered semester). In addition to the policies outlined in the *Student Code of Conduct*, students are expected to adhere to all provisions listed in this agreement.

#### **I. Juniata College:**

- A. Will provide each student with a room, furnished with the essentials (i.e., a bed, desk, closet, etc.)
- B. Will provide housekeeping services to all public areas within residence halls.
- C. Reserves the right to make changes in room assignments. Changes could occur at any time.
- D. Reserves the right to administer any restrictions or regulations necessary for the maintenance of the property, and the general safety and welfare of students.
- E. Respects the fundamental right to privacy of students, but reserves the right, under provisions of the *Student Code of Conduct*, to enter rooms. The college conducts periodic health and safety inspections and maintenance visits to all college residence hall rooms, including at least one health, safety, and maintenance inspection during each semester. Room checks only include what is visible in the room; no searches are conducted.
- F. Will close housing units during designated break periods. When college residences are closed, students are not permitted to reside in or enter these areas without authorized permission from Campus and Residential Life. Break housing is limited to designated areas, specified by our office. Specific guidelines determine whether a housing fee will be incurred for residing in break housing.
- G. Is not responsible for the theft or loss of money, valuables, or personal belongings of residents. Each student is advised to carry personal property insurance.

#### **II. Students:**

- A. Are assigned specific rooms within the college-owned housing. All room assignment changes or status changes must be authorized by the Campus and Residential Life. Students may not transfer or sublet rooms to another person.
- B. Are expected to comply with all specific policies that apply to designated areas. Violations of these regulations may result in disciplinary action.
- C. Are required to participate in an approved college meal plan.
- D. Are required to sign an inventory form (Room Condition Report) upon arrival and are responsible for payment of all damage charges to their room and/or room furnishings (as assessed by the college).
- E. Are required to pick up their room key(s) upon arrival and return their key(s) to our office before moving out. There is a \$100 charge for room keys that are lost or not returned to Campus and Residential Life within ten days of departure.
- F. Are expected to complete college clearance forms and check out of college housing with a member of the Campus/Residential Life staff when withdrawing from the college and/or leaving college housing during the academic year.
- G. Are required to take trash and recyclables to outside bins.
- H. Are expected to exercise care in the use of college facilities. A damage charge will be incurred in accordance with the college damage policy as outlined in the *Student Code of Conduct*. Damage to property within the college-owned housing, but outside of student rooms, will be charged to the student(s) responsible. In cases where no specific individual(s) are found to be accountable for damages, charges will be pro-rated among the residents of the area in which the damage occurred.
- I. Are required to leave college-owned housing within twenty-four (24) hours of completing their last final examination of the semester, unless their exam is on the same day of the college's official closing. In such situations, the final closing hour is also the designated exit time. Students may be charged a fee if they choose to stay beyond these times.
- J. Are required to leave college-owned housing within twenty-four (24) hours of their effective withdrawal date from the college.

- K. May only return early to campus with direct permission from the Campus and Residential Life Office. Those arriving before specified dates without permission will be charged a fee for each day.

### III. Abandoned Property

“Campus and Residential Life does not provide additional storage to students beyond the space within their unit. Housing spaces are to be fully vacated at the time of a student’s departure or checkout, and all contents and belongings removed and the room cleaned. The College assumes no liability or responsibility for personal items left behind, but in instances where items of substantial value or volume appear to occupy a student’s room after checkout or departure, the student will be notified by email, and given 10 days to arrange for retrieval. Failure to contact Campus and Residential Life and/or retrieve items left behind within the stated timeframe will result in items being declared abandoned property and discarded. The student’s College account will be assessed a \$100 fee, plus any costs incurred with removal, storage, and disposal of any belongings left behind.”

### IV. Actions beyond the college control:

- A. Natural Disasters: In the event of an unforeseeable cause beyond the control of and without the negligence of the college, including but not limited to fire, flood, other severe weather, acts of God (Force Majeure), interruption of utility services, acts of terrorism, the College reserves the right to maintain the safety of the premises by any means, including but not limited to temporarily or permanently removing the Student from on-campus housing.
- B. Termination of Contract During Emergencies: If a part of or all on-campus housing is closed due to an emergency or natural disaster, the college may terminate this contract without prior notice. In no event shall the College be obliged to provide alternate housing to Students or to rebuild or replace any affected premises.
- C. COVID-19 information:
  - a. For students who have questions about the health issues connected with COVID – 19, they may contact Health Services or their personal health care provider.
  - b. The College continues to establish and implement procedures to help ensure a safe campus during this pandemic. All resident students will be expected to follow all procedures given before and upon moving into the residence halls. These procedures may be adjusted as needed to comply with recommended safety protocols.
  - c. Go to [Juniata College | coronavirus index](#) for the most up to date campus information.
- D. If students are required to return home due to a large-scale emergencies or natural disaster, Juniata College will issue Room and Board refunds based on the follow refund schedule:

#### Fall 2023

Move home on or before Friday September 15, 2023 – 80% refund  
Through Friday, October 20, 2023 – 50% refund  
Through Monday, November 6, 2023 – 25% refund  
On or after Tuesday, November 7, 2023 – 0% refund

#### Spring 2024

Move home on or before Tuesday February 6, 2024 – 80% refund  
Through Friday, March 18, 2024 – 50% refund  
Through Thursday, March 21, 2024 – 25% refund  
On or after Friday, March 22, 2024 – 0% refund

- E. Students who elect to take a leave of absence or withdraw from college, the last day for a refund of tuition, room and board for fall semester is November 7, 2023, spring semester is March 22, 2024 and is prorated on the number of days in attendance.

**THE COLLEGE RESERVES THE RIGHT TO TERMINATE THIS AGREEMENT AND TAKE POSSESSION OF THE ROOM AT ANY TIME FOR VIOLATING THE PROVISIONS INCLUDED IN THIS AGREEMENT.**

### Acknowledgment & Acceptance of Responsibilities:

I understand and accept the rules enumerated herein and understand I am responsible for adherence to all other college and borough regulations. I understand that this contract obligates me for the entire academic year (exclusive of break periods) with the exception of withdrawal from school, academic separation from the college, or acceptance of a study abroad experience. I understand the Office of Campus and Residential Life reserved the right to make housing assignments and changes in room assignments for the benefit of the students, or the College.