



Snead State Community College  
**RESIDENCE HALL CONTRACT**

Name \_\_\_\_\_ Student # \_\_\_\_\_

**TERMS AND CONDITIONS FOR STUDENT OCCUPANCY**

1. **THIS CONTRACT IS BINDING FOR ONE ENTIRE ACADEMIC YEAR**, consisting of Fall and Spring Semesters. By signing the contract you agree to comply with all regulations, policies, procedures, terms and conditions of resident life. **If you move off campus, you must still pay through the end of the contract period.** If you enter after the beginning of an academic year, the contract is binding for the remainder of the contract period.
2. A **\$200 security deposit is required** with each housing application. The deposit remains on file with the College during the resident's period of occupancy. The deposit also constitutes a deposit against charges or other indebtedness incurred by the student in the course of occupancy. The deposit may be carried over to the following academic year upon fully meeting the terms of the contract for the current academic year. **FORFEITURE OF ALL OR PART OF THE DEPOSIT MAY RESULT FROM CANCELLATION OF THIS CONTRACT, FAILURE TO CHECK OUT PROPERLY, OR HAVING FACILITY DAMAGES AND/OR MISSING EQUIPMENT AND MATERIALS.**
3. While living in the residence hall, you must be enrolled as a full-time student (minimum of 12 credit hours) at Snead State Community College.
4. The following rate includes a meal ticket which entitles the student to two meals a day, Monday-Thursday, lunch and dinner, Friday lunch, and Sunday lunch. Meals are not transferable under any conditions. *The following rate is subject to change without notice: \$1,805.40 per semester / \$3,610.80 per contract period – semi-private room and board (10 meals per week).*
5. The room and board total of \$1,805.40 per semester is due prior to moving into the residence hall. No student will be allowed to move into the residence hall until all housing fees have been paid to the Business Office.
6. **YOU ARE NOT ENTITLED TO A REFUND** of any fee paid or unpaid if you are suspended from College for violation of policies and regulations governing student conduct (including academic suspension) during any rental period, nor will you be released from your financial obligations for the contract period.
7. A student who withdraws from the residence hall during the academic year but continues to be enrolled at the College will be required to pay the remaining months of rent under the contract.
8. Exceptions to contract cancellation with full rental payment will be made for the following reasons only:
  - a. Graduation or marriage.
  - b. A student is required to move from the area to fulfill academic requirements such as internships, clinicals, fieldwork, or military requirements.
  - c. A student becomes ineligible to continue enrollment due to disciplinary action and/or failure to meet academic requirements.
  - d. A student who, for extenuating circumstances, must withdraw from the College during a term will be refunded rent based on the College refund policy.

9. Your rent does not cover residence during scheduled vacations or during periods between semesters when the residence hall is closed.
10. To check-out properly, your room must be cleaned and vacated, all personal property removed, room key and key card returned, and appropriate paper work signed. The charge for improper check-out is \$100.
11. You will be issued a key to your room and a key card to the building and it is your responsibility to return the key and key card to your Resident Assistant or the Housing Director when you vacate your room. If your key or key card is lost or stolen, you will be charged a replacement cost (\$20). You may not duplicate your key nor possess unauthorized keys. Your original assigned key must be submitted at check-out.
12. You are responsible for keeping your residence clean and orderly each day and for the proper care of your residence and its furniture and equipment. You will be charged actual repair or replacement cost for all damages. Rooms will have monthly inspections.
13. Each student's space is equipped with telephone and cable jacks. If you desire telephone service, you must contact the telephone company to setup service. The College is not responsible for providing a telephone or service to the room. The College does provide internet and cable service in all rooms.
14. The College is not liable for loss of or damage to, your personal property or for failure or interruption of water, heat, or electric utilities.
15. You may make NO alterations, changes, repairs, remodeling, or painting of the premises, furniture or equipment. You may NOT use screws, nails, tacks, pins, adhesive back hooks, tape, duct tape, wallpaper, carpet tape or contact paper in or on the premises. You may not tamper with or change locks already in use. NO alcoholic beverage containers may be kept as a decorative display, NO signs or other items referring to alcoholic beverages may be displayed. NO items may be hung in windows. For curtains, only expansion-type rods may be used. NO items may be affixed permanently to the furniture or in the room. **NO pets are permitted in or around the residence hall. Substantial damage assessments will be levied for violating any of these conditions. NO alcoholic beverages. NO smoking, NO tobacco, and NO vaping - the residence hall is a tobacco free and smoke-free State facility.**
16. You must assist and cooperate with the College in the care and maintenance of the premises, including grounds, and must report promptly any breakage, damage, or need for repair of the dwelling unit, facilities, furniture or equipment therein.
17. You must permit the duly authorized agent, employee, or representative of the College to enter, without notice, any part of the unit during reasonable hours for the purpose of making necessary inspections, improvement, or repairs.
18. If a vacancy occurs in the assigned room, the remaining resident agrees to accept another roommate as assigned, moves into another room if requested, or pay additional charges based upon lowered occupancy of the room.
19. You are responsible for complying with the rules, regulations, policies, and procedures as stated in the College Student Handbook and the Resident Housing Handbook.

20. The College reserves the right:
  - a. of entry to your room by authorized personnel.
  - b. to change or cancel your room assignment in the interest of order, health, discipline or other urgent reasons.
  - c. to change your room rate and/or occupancy after due notice.
21. Snead State Community College accepts applications for housing assignments regardless of race, creed, color, or national origin.
22. The College reserves the right to approve any personal items that you have in the residence hall and assumes no liability for the loss of, or damage to these items. The College further reserves the right to dispose of all items that you do not properly claim. The College assumes no responsibility for items that you leave in your vacated room.
23. No employee of the College shall be held to have made any representations or promises contrary to the terms set forth in this contract. The rights and remedies given to the College under the terms of this contract are distinct and separate remedies, and no one of them, whether exercised or not, shall be deemed to be in exclusion of any of the others. The College reserves the right to make other rules as may be deemed appropriate or necessary for the safety, care, and cleanliness of the premises, and for securing the comfort and convenience of all residents.
24. Rules and regulations that appear in the most recent Student Handbook and Resident Housing Handbook, and any revisions that may periodically be made by Snead State Community College, are a part of this contract. In the event of a conflict between the Handbook and this contract, the provisions of this contract shall take precedence.

**The undersigned hereby understands and agrees that:**

- \*A. You have read and understood the above Terms and Conditions of this contract. (\_\_\_\_\_) **initials required**
- \*B. Receipt of your signed Residence Hall Contract and payment by Snead State Community College enforces this agreement for two semesters, or any part of the remaining academic year stated above. (\_\_\_\_\_) **initials required**

**If you fail to return your signed Residence Hall Contract and proper payment, this agreement will be canceled and your space will be forfeited.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

**ALL SIGNATURES/INITIALS (\*A and \*B) ARE REQUIRED AND YOUR CONTRACT MUST BE RECEIVED BY THE PUBLISHED DEADLINE OR YOUR SPACE WILL BE FORFEITED**