I. CONTRACT PERIOD
This contract is for the 2015-2016 academic year (fall and spring semesters) or the remaining portion of the academic year from the resident’s contract start date excluding those periods during which the residence halls are not open for occupancy. The calendar year is divided into the following schedule for the contract period which is subject to change at Wichita State University’s sole discretion:

- **Monday, Sept 7th – Classes begin**
- **Sunday, August 15, 2015** is the earliest move-in day for both international and domestic students, and this will only be allowed with written approval from Housing and Residence Life. Students arriving before **August 15, 2015** who have not received approval will be required to find off-campus housing accommodations until the residence halls open at **8 a.m., August 15, 2015**.

II. ELIGIBILITY
- A. Each resident is required to complete and submit a Meningitis Vaccination and Disease Information Form or a signed waiver within fifteen (15) days of occupancy of a University residence hall. Each resident who does not complete and submit a Meningitis Vaccination and Disease Information Form or a waiver shall be referred to the Vice President or the Vice President’s designee.
- B. Each resident must be enrolled as a student in nine credit hours or more at Wichita State University for each semester of the contract period. Exceptions may be granted by the Director of Housing and Residence Life or the Director’s designee.
- C. Residents must be in good standing with Housing and Residence Life. Contracts will not be accepted from residents who have outstanding debts with the University, who were consistently delinquent in making payments (60 days or more during a contract period), who failed to fulfill the terms of a previous contract, whose contract was administratively terminated, and/or whose contract was terminated as a result of disciplinary action.
- D. All requests for exceptions to the terms of eligibility must be submitted in writing to Housing and Residence Life at least two weeks prior to the anticipated contract start date.

III. FOOD SERVICE INFORMATION
- A. BOARD OPTIONS: Residents are required to have a meal plan and a Shocker Dollar allotment. Residents of all Wichita State Housing Facilities are required to purchase a meal plan that includes Shocker Dollars each semester. Residents may change their meal plans one time each semester (once through September 15 for the Fall Semester and once through February 15 for the Spring Semester). Residents may not cancel their meal plan after check-in. All changes are effective the Friday after the change is made. Meals are counted weekly from Friday through Thursday. If a meal plan is not selected, the default is 19 meals per week with $300 Shocker Dollars per year.
- B. MISSED MEALS: The University takes into consideration that the average student will be absent for a certain number of meals and sets the rates accordingly. For this reason, no contract adjustments or refunds will be made for missed meals.

IV. PAYMENT
- A. APPLICATION FEE: A $75 application fee must be submitted with this contract unless the contracting resident fulfilled a Summer 2015 Housing and Residence Life contract at WSU. This is a nonrefundable fee unless a housing assignment is not available.
- B. PREPAYMENT: A $200 prepayment must be submitted with this contract (even if the resident will be receiving financial aid at registration). A room will not be reserved without the prepayment. The prepayment will be applied toward housing charges and is nonrefundable in the event of cancellation after July 1 (December 1). See Section VI for details about cancellation terms.

V. ROOM ASSIGNMENTS
- A. Room assignments will begin following the contract renewal period for current residents in Fall 2015. Priority for all campus housing is primarily established by academic classification (freshman, sophomore, junior, etc.) and the date the completed contract and payment are received. The University reserves the right to cancel contracts of residents declared academically ineligible. Eligibility will be verified prior to assignment.
- B. Preferences indicated on the contract are used to assign rooms. Preferences are requests and are not to be understood as contract stipulations. A specific room assignment is not guaranteed. Requests and@Module assignments pending re-assignment/relocation.
- C. The University makes all room assignments without regard to race, color, religion, national origin, age, or ethnicity.
- D. To facilitate the coordination of living arrangements, directory information to include name, email address, and telephone number will be released to assigned roommates and suitmates.
- E. Students assigned a room during the first day of classes will be assigned to the first room available on that day.
- F. The University reserves the right to make assignments for administrative or as necessary for repairs, pest treatment, or in the interest of the student’s health, safety, welfare, or any other disciplinary sanctions require reassignment. If housing demand exceeds room assignment capacity, the University reserves the right to use designated temporary room assignments pending re-assignment/relocation.
- G. The University reserves the right to consolidate. Consolidation requires residents who have contracted a private room to move together during the period of the contract. Therefore, if a vacancy occurs in an assigned room, the remaining residents agree to accept another roommate(s) as assigned, move into another room if requested or pay the additional charges for single occupancy if sufficient space is available. Options depend upon availability at the time of consolidation. These moves must be completed in accordance with procedures established by Housing and Residence Life.
VI. CANCELLATION / TERMINATION OF CONTRACT

A. CANCELLATION / TERMINATION OF CONTRACT PRIOR TO AUGUST 1 (DECEMBER 1 FOR SPRING SEMESTER ONLY CONTRACTS):

1. Residents who notify Housing and Residence Life before July 1 (or December 1 for Spring semester only contracts) in writing of their intention to cancel this contract will receive a 100 percent refund of the $200.00 prepaid deposit. The application fee of $75.00, if applicable, is nonrefundable.

2. Residents who notify Housing and Residence Life on or after July 1 but prior to August 1 (or on December 1 but prior to January 1 for Spring semester only contracts) in writing of their intention to cancel this contract will be charged a cancellation fee of $275.

3. Residents who are denied admission to the University and submit a copy of the official notification of denial and a letter requesting a refund to Housing and Residence Life prior to the first day of classes will receive a full refund of the $200.00 prepaid deposit. The application fee of $75.00 is nonrefundable.

B. CANCELLATION / TERMINATION OF CONTRACT ON/AFTER AUGUST 1 (ON/AFTER DECEMBER 1 FOR SPRING SEMESTER ONLY CONTRACTS):

1. In all cases involving cancellation after the contract begins, residents are required to meet with their Residence Life Coordinator or Assistant Residence Life Coordinator at least 30 days in advance of the cancellation date to make arrangements with Housing and Residence Life for further processing of the cancellation—including the calculation of appropriate cancellation charges. Failure to do so may result in the assessment of a fee for improper checkout. The student at the cancellation appointment with the Residence Life Coordinator or Assistant Residence Life Coordinator must submit written documentation verifying the reason for cancellation.

2. Residents who cancel their contract at the end of Fall Semester must be officially checked out no later than 12:00 PM, Saturday, December 13, 2015 and will be assessed a cancellation fee of the remaining balance for room and board. Residents who leave the University at the end of the Fall Semester in December without checking out will incur a cancellation fee and a fee for improper check-out.

3. Residents who cancel their contract on or after August 1 (or on or after January 1 for spring only contracts) will be responsible for payment of 50% of the remaining housing and meal fees for the length of time the unit is occupied.

4. a) Cancel their contract after occupancy, but remain enrolled at WSU (including those who cancel in order to relocate to a housing unit of a fraternity or sorority); or

b) Are required to leave the residence halls for disciplinary reasons; failure to meet eligibility requirements; or for failure to meet their financial obligations under the terms of the contract.

c) Have their contracts administratively cancelled due to non-occupancy of assigned space.

5. Residents may be released from their housing contract without assessment of cancellation charges in the following cases only (proof required):

a) Graduation from the University

b) Marriage

c) Participation in an approved exchange program

d) Adoption of a child

e) Student teaching outside of the Wichita area as defined by the Freshmen Residency Requirement

f) Internships, Co-ops or similar approved programs which take the resident away from the Wichita area

g) Enroll at another University without ever attending WSU

VI. VIOLATIONS

X. RULES AND REGULATIONS

IX. UNIVERSITY FACILITIES AND PROPERTY

A. UPKEEP: The resident is responsible for keeping the assigned room and its furnishings clean and orderly, for cooperating with roommate and suitemates in the common protection of property, and for advising the University, through established procedures, of any deterioration or malfunction of facilities. Failure to do so may result in the resident being assessed charges based on any special or required cleanup, repair, replacement, disciplinary action, and/or contract termination. The resident agrees to utilize public areas of the residence hall and residence hall equipment and furnishings in a careful and proper manner and to contribute to their cleanliness and orderliness.

B. DAMAGE: The resident is responsible for the assigned room and its contents and will be charged for any and all damage occurring during the term of occupancy. Residents who damage University property, intentionally or accidentally, will be held financially responsible for such damage and may be subject to disciplinary action and/or termination of the resident’s contract.

C. PERSONAL INJURY: The University does not carry liability insurance for personal injury or property loss that may be sustained by residents or their guests. The University is subject to the Kansas Tort Claims Act, K.S.A. 75-6101 et seq, which governs claims for injury to persons or property against the University and its employees acting in the course of employment, including recognition of a need to preserve resources, the resident agrees to use the utilities in a conservative, economic, and efficient manner. The University is not responsible for any interruption in service resulting from causes beyond its control, and such interruptions will not relieve the resident from the obligations of this contract.

C. PROPERTY: The University is not responsible for theft, loss, or damage to resident’s personal property, including, but not limited to, loss from fire, flood, tornado, windstorm, earthquakes, winter storms, or bug infestation. Residents are encouraged to purchase rental insurance for their personal property. When a safety hazard or threat exists to other residents or to University property as determined by the Director in his/her sole discretion, the University reserves the right to require immediate removal of a resident’s personal property from the residence hall. The University is not responsible for any property remaining in the resident hall after a resident vacates the residence hall or a contract is canceled. Personal property that is not removed by the resident will be deemed abandoned by the resident, who will be responsible for the cost of removal and if property is stored, cost of storage.

D. PERSONAL INJURY: The University does not carry liability insurance for personal injury or property loss that may be sustained by residents or their guests. The University is subject to the Kansas Tort Claims Act, K.S.A. 75-6101 et seq, which governs claims for injury to persons or property against the University and its employees acting in the course of employment, including recognition of a need to preserve resources, the resident agrees to use the utilities in a conservative, economic, and efficient manner. The University is not responsible for any interruption in service resulting from causes beyond its control, and such interruptions will not relieve the resident from the obligations of this contract.

E. PROPERTY: The University is not responsible for theft, loss, or damage to resident’s personal property, including, but not limited to, loss from fire, flood, tornado, windstorm, earthquakes, winter storms, or bug infestation. Residents are encouraged to purchase rental insurance for their personal property. When a safety hazard or threat exists to other residents or to University property as determined by the Director in his/her sole discretion, the University reserves the right to require immediate removal of a resident’s personal property from the residence hall. The University is not responsible for any property remaining in the resident hall after a resident vacates the residence hall or a contract is canceled. Personal property that is not removed by the resident will be deemed abandoned by the resident, who will be responsible for the cost of removal and if property is stored, cost of storage.

E. PERSONAL INJURY: The University does not carry liability insurance for personal injury or property loss that may be sustained by residents or their guests. The University is subject to the Kansas Tort Claims Act, K.S.A. 75-6101 et seq, which governs claims for injury to persons or property against the University and its employees acting in the course of employment, including recognition of a need to preserve resources, the resident agrees to use the utilities in a conservative, economic, and efficient manner. The University is not responsible for any interruption in service resulting from causes beyond its control, and such interruptions will not relieve the resident from the obligations of this contract.

F. PROPERTY: The University is not responsible for theft, loss, or damage to resident’s personal property, including, but not limited to, loss from fire, flood, tornado, windstorm, earthquakes, winter storms, or bug infestation. Residents are encouraged to purchase rental insurance for their personal property. When a safety hazard or threat exists to other residents or to University property as determined by the Director in his/her sole discretion, the University reserves the right to require immediate removal of a resident’s personal property from the residence hall. The University is not responsible for any property remaining in the resident hall after a resident vacates the residence hall or a contract is canceled. Personal property that is not removed by the resident will be deemed abandoned by the resident, who will be responsible for the cost of removal and if property is stored, cost of storage.

G. PERSONAL INJURY: The University does not carry liability insurance for personal injury or property loss that may be sustained by residents or their guests. The University is subject to the Kansas Tort Claims Act, K.S.A. 75-6101 et seq, which governs claims for injury to persons or property against the University and its employees acting in the course of employment, including recognition of a need to preserve resources, the resident agrees to use the utilities in a conservative, economic, and efficient manner. The University is not responsible for any interruption in service resulting from causes beyond its control, and such interruptions will not relieve the resident from the obligations of this contract.

H. PROPERTY: The University is not responsible for theft, loss, or damage to resident’s personal property, including, but not limited to, loss from fire, flood, tornado, windstorm, earthquakes, winter storms, or bug infestation. Residents are encouraged to purchase rental insurance for their personal property. When a safety hazard or threat exists to other residents or to University property as determined by the Director in his/her sole discretion, the University reserves the right to require immediate removal of a resident’s personal property from the residence hall. The University is not responsible for any property remaining in the resident hall after a resident vacates the residence hall or a contract is canceled. Personal property that is not removed by the resident will be deemed abandoned by the resident, who will be responsible for the cost of removal and if property is stored, cost of storage.

I. PERSONAL INJURY: The University does not carry liability insurance for personal injury or property loss that may be sustained by residents or their guests. The University is subject to the Kansas Tort Claims Act, K.S.A. 75-6101 et seq, which governs claims for injury to persons or property against the University and its employees acting in the course of employment, including recognition of a need to preserve resources, the resident agrees to use the utilities in a conservative, economic, and efficient manner. The University is not responsible for any interruption in service resulting from causes beyond its control, and such interruptions will not relieve the resident from the obligations of this contract.

J. PROPERTY: The University is not responsible for theft, loss, or damage to resident’s personal property, including, but not limited to, loss from fire, flood, tornado, windstorm, earthquakes, winter storms, or bug infestation. Residents are encouraged to purchase rental insurance for their personal property. When a safety hazard or threat exists to other residents or to University property as determined by the Director in his/her sole discretion, the University reserves the right to require immediate removal of a resident’s personal property from the residence hall. The University is not responsible for any property remaining in the resident hall after a resident vacates the residence hall or a contract is canceled. Personal property that is not removed by the resident will be deemed abandoned by the resident, who will be responsible for the cost of removal and if property is stored, cost of storage.
Notice of Nondiscrimination: Wichita State University does not discriminate on the basis of race, religion, color, national origin, gender, age, sexual orientation, marital status, status as a veteran, genetic information, or disability. Any person having inquiries concerning this notice may contact the Executive Director of the Office of Equal Employment Opportunity Title IX Coordinator, Wichita State University, 1845 Fairmount, Wichita, Kansas 67260-0138, (316) 978-3186.