

Last Name _____ First Name _____ MI _____ WCU ID# _____

Permanent Mailing Address: _____
Street _____

City _____ State _____ Zip _____

Home Phone: _____
Area code _____ Number _____

Cell Phone: _____
Area code _____ Number _____

Gender: Male Female Date of Birth _____
Mo Day Yr

University enrollment status (Circle one):

New Freshman Continuing Graduate Transfer Readmit

Roommate Request: NOTE: Persons wishing to room together must have a mutual request and each person must indicate a preference for the other on his or her respective agreement.

Requested Roommate's Name: _____ WCU ID# _____

Special Requirements: If you have a medical condition(s) or disability(ies) that requires our attention when making your assignment, please contact the Department of Residential Living at (828) 227-7303.

Due to campus facilities issues, only one Residence Hall will be open for mini-mester. Students will be reassigned and need to move no later than 24 hours after notification of available room.

Instructions to Apply for a Residence Hall Room

1. Fill in all required information on this application, including signature and date and bring to the Residential Living Office.
2. Roommate requests are honored when possible. Both students must request each other in writing and the Department of Residential Living must receive each application as soon as possible. The Department of Residential Living makes every effort to honor roommate preferences.
3. The Department of Residential Living reserves the right to make reassignments of accommodations as considered necessary.

By signing below I certify that I have carefully read, understand and fully agree with the Residence Hall Agreement including, but not limited to, the Contract Conditions on the reverse side of this form.

Signature _____ Date _____
Student

Signature _____ Date _____
Parent or guardian of student under 18 years old

The residence hall application and contract should be read carefully. If you have any questions, or if we can be of assistance, please contact the DEPARTMENT OF RESIDENTIAL LIVING, Western Carolina University, Cullowhee, NC 28723-9063. Telephone (828) 227-7303 or housingquestions@email.wcu.edu. Questions regarding meal plan options should be directed to Aramark Food Services at (828) 227-7396.

Last Name:

First Name:

ID#:

Housing Use Only	
_____	Date received
_____	Preference #
Assignment:	
_____	Building Room #
_____	Change Date
_____	Building Room #
_____	Change Date
_____	Building Room #

CONTRACT AGREEMENT

1. Only WCU students enrolled and attending classes are eligible to live in University Residence Halls. This contract will be terminated by the University if the student stops attending classes or terminates enrollment.
2. Period of contract: This contract is for **the entire period that is designated on the application**. This is not a summer school agreement. A separate agreement must be completed by students wanting to live in the residence halls during summer school.
3. Period of occupancy: May 11, 2009 through May 26, 2009. Room assignments will be cancelled if not claimed by noon of the first day of classes. Due to maintenance, some residence halls will be closed between the end of spring semester and the beginning of the first summer session. All students will be notified of their housing assignment for the mini summer session.
4. The Department of Residential Living reserves the right to cancel the contract if a student poses a problem to the interest, order, health, discipline, or to the general well-being of himself or other members of the residential community or the University. In situations where Residential Living is made aware of behaviors that threaten or endanger the health and safety of any person, the right is reserved to inquire of Counseling and Health Services regarding said student's safety status and acceptance, use or rejection of counseling services.
5. Peer and/or student staff harassment of any kind will not be tolerated, and may result in immediate removal from the University Residence Halls and/or expulsion from WCU.
6. All residence hall students and their guests must abide by the rules and regulations established by the University. Additionally, students must adhere to state and federal laws, as well as provisions stated in the **Residence Hall Contract, Guide for Residential Living, Student Handbook**, and the **University Catalog**.
7. This contract cannot be transferred to another person.
8. Students who live in a residence hall are required to purchase a meal plan. **ONLY** Students living in Robertson are exempt from having a meal plan.
9. The University does not assume any legal obligation to pay for the loss of or damage to the student's property if it occurs in its buildings or on its grounds prior to, during or subsequent to the period of the contract.
10. The student is responsible for the accommodations assigned and shall reimburse the University for all damages done within or to said accommodations. Residents of a floor or wing are collectively responsible for damages to public areas on the floor or wing (floor, walls, ceilings, tiles, furniture, etc.) if the person causing the damage cannot be identified. Residents are also responsible for damage done by their guests.
11. Double rooms to be occupied by two persons. Single occupants who do not reserve their rooms on a private basis may need to move to another room or accept an assigned roommate upon request of the Department of Residential Living.
12. When necessary, temporary housing may be created by using common area. If this occurs, every effort will be made to ensure the security and comfort of the residents. As space occurs, residents in temporary housing will be reassigned to permanent housing.
13. The University reserves the right of entry into a student's room during an emergency or for other purposes in accordance with University policy.
14. A student withdrawing from the University shall be expected to follow the official check-out procedures at the residence halls, notify the Department of Residential Living **in person** or **in writing**, and vacate the University Residence Halls within 24 hours of withdrawal.
15. A student moving from one room to another or leaving at the end of a session must follow check-out procedures and return all keys. Failure to do so may result in an improper check-out and additional administrative fees.
16. The Department of Residential Living reserves the right to make room changes during a session for the good of the resident, the residence community or other reasonable considerations.
17. If any provisions of this contract shall be declared illegal or unenforceable, the remaining provisions will remain in full force and effect.
18. The Department of Residential Living may amend this contract at any time. If the contract is amended, the Department of Residential Living will notify all concerned parties.