

Summer 2012 Housing Contract Submit to the Housing Office (FSC 120) no later than Monday, April 16.
If you have not lived on campus before, be sure to submit a \$200 housing deposit with this contract made out to Drury University.

Name _____ Drury ID _____ Cell phone (_____) _____ Current Housing Assignment _____

Please read the options below and checkmark which option you need.

Fall Housing Assignment _____

Summer Costs for Students Not Graduating in August

| Checkmark | | Dates | Session | Cost |
|-----------|------------|--------------------------------------|--|---------|
| | Option 1*† | May 11 – August 18 (Whole summer) | May Interim Weeks + Sessions 1 & 2 + August Interim Week | \$1,782 |
| | Option 2* | May 11 – August 10 | May Interim Weeks + Sessions 1 & 2 | \$1,638 |
| | Option 3 | June 2 - July 6 | Session 1 only | \$612 |
| | Option 4† | June 2 – August 18 | Sessions 1 & 2 + August Interim Week | \$1,386 |
| | Option 5 | June 2 - August 10 | Sessions 1 & 2 | \$1,242 |
| | Option 6† | July 7 – August 18 | Session 2 + August Interim Week | \$756 |
| | Option 7 | July 7 - August 10 | Session 2 only | \$612 |

Summer Costs for August Graduates

| Checkmark | | Dates | Session | Cost |
|-----------|-----------|--------------------|--------------------------------------|---------|
| | Option 8* | May 11 – August 11 | May Interim Weeks + Session 1 & 2 | \$1,656 |
| | Option 9 | June 2 – July 6 | Session 1 only | \$612 |
| | Option 10 | June 2 – August 10 | Session 1 & 2 | \$1,242 |
| | Option 11 | July 7 – August 10 | Session 2 only | \$612 |

If none of these options meet your needs, write in preferred dates of arrival & departure. Arrival and departures MUST be business days. Requesting special dates does not mean they can be accommodated. The Housing Office will confirm or deny request via email.

____ / ____ / 12 to ____ / ____ / 12 . # of nights ____ x 18.00 = \$ _____

* Options 1, 2 & 8 are only available to students living on campus this spring. Students cannot move into summer assignments until units are cleaned by Facilities, which may be as late as May 31. The Housing Office will email each student when their summer unit is ready. Students should not depart campus for an extended period until moved into their summer housing assignment.

† Students who choose option 1, 4, or 6 need to move into their fall housing assignments the weekend of August 3-5. Each student should clean his/her summer housing, set up a check-out appointment with the Housing Office for August 6, and turn in summer keys to Security directly following the check-out appointment.

I understand that I am only eligible for summer housing if I am enrolled in classes for the summer or fall of 2012. I authorize Drury University to charge my account for my summer room fees, and use monies from federal funds, grants, loans and other sources to pay these charges. I agree to pay interest of 1% per month, collection costs, and legal fees on unpaid balances. I understand that I will be charged for every day that my belongings are in my housing unit and/or I have Drury housing keys in my possession, no matter which dates are selected on this contract. I will set a check-out appointment with the Housing Office on the end date selected above by the deadline emailed to me. I understand that if I need to cancel or change these arrangements, it is my responsibility to inform the Housing Office to arrange a check-out appointment, and to get my bill prorated. I agree to turn in my keys to Security immediately following my check-out appointment. I will follow all university policies that are on this contract and listed in the Community Standards Handbook. I will check my Drury email regularly during the summer to find out whether or not my requests have been approved and when I need to move.

Signature _____ Date _____ Roommate/Location Preference: _____

Policies, Regulations, and Conditions

To help foster and encourage an atmosphere of respect and cooperation, the following regulations are in effect and are a part of the contract between the university and the residents of Drury and their guests.

1. The student agrees to abide by the laws of the State of Missouri and the ordinances of the City of Springfield.
2. Illegal use of intoxicating beverages is not allowed. Students (and/or guests) of legal age (21+) may possess and consume beer and fermented alcoholic beverages ONLY in the privacy of their own residence unit with the door closed. Consumption is allowed in the presence of your roommate; however, individuals under legal age shall not buy, drink or possess (hold) alcoholic beverages. Guests must be of legal age. Hard alcohol (defined as any beverage containing distilled alcohol) is prohibited on Drury's campus, as well as all alcoholic energy drinks that contain greater than 5.9 percent alcohol content. Kegs and participation in drinking games are prohibited. See the Drury University Alcohol Policy for more detailed information.
3. Alcohol paraphernalia (items used for the storage or consumption of alcoholic substances), including decorative alcohol containers of any kind, is prohibited in campus housing.
4. Any illegal use, possession or trafficking of drugs or paraphernalia is forbidden.
5. Weapons of any kind are not permitted on the university campus.
6. Gambling is not permitted on the university campus.
7. **Pets (except fish) are not permitted in campus housing.** A minimum \$150.00 fine will automatically be charged to your student account for allowing animals in your residence.
8. Candles (with or without wicks), incense, fireworks, halogen lamps, etc., pose possible fire hazards and are prohibited in campus housing.
9. The following appliances are permitted in apartments, if they are UL approved: coffeemakers, toasters, toaster ovens, air popcorn poppers, hot pots/plates, crock pots, electric griddles, George Foreman grills, sandwich makers, additional mini-fridges no more than 4.0 cubic feet, razors, radios, stereos, computers and portable television sets, lava lamps, plug-in air fresheners. The following items are **not** allowed anywhere in campus housing: items that are not UL approved, microwaves, oil popcorn poppers, deep fat fryers, refrigerators larger than 4.0 cubic feet, space heaters or any other appliance with open coils.
10. Each student is responsible for providing his/her own phone and/or TV. Satellite dishes are not permitted.
11. **Quiet hours** should be observed from 10pm to 10am. Courtesy hours should be observed 24-hours per day. Noise, from any source, at all times, must be maintained at levels where they will not infringe upon the study or sleep habits of others.
12. Tacks, nails and tape damage walls, paint and woodwork. Suspend items using appropriate products and use university-provided bulletin boards to hang items.
13. University furniture should remain intact, and mirrors, bulletin boards, etc., should remain attached to walls. All university furniture must remain in the assigned unit. Additional couches are prohibited.
14. Rooms should be kept locked when not occupied. The university accepts no responsibility for lost, stolen or damaged articles.
15. Loss of key will cost \$50 for replacement key and core.
16. Student Life Staff and maintenance/custodial/technology services personnel will inspect and conduct health and safety checks in all residential rooms and facilities periodically for damages and policy violations/safety concerns/work orders. They also reserve the right to enter the privacy of a student's room or living facility in case of emergency (such as fire, health emergencies, probable violation of university policy, etc.).
17. Residents will be held individually responsible for any damage done to their rooms and may be held collectively responsible for any other damage occurring to individual rooms or campus housing facilities. Rooms and common areas must be kept clean by the residents. Public area damages will be assessed as needed and charged to appropriate accounts.
18. Vandalism or malicious destruction or misuse of a resident's property may be grounds for fines or removal from Drury housing.
19. Individuals are personally responsible for upholding university policy in all university housing facilities and will be held personally accountable should violations occur. Residents are held responsible for their guests.
20. Guests may not spend the night more than three days in a 1-week period without prior Housing Office approval.
21. A \$200 room deposit is required of each resident and should be sent in with this contract to the Housing Office, 900 N. Benton, Springfield, MO 65802. Damage to your room should be reported to the Housing Office immediately upon discovery. Students with clean, undamaged rooms will have their deposit carried forward to the next academic year unless they are graduating or not returning to university housing the following year. Damage to rooms and/or the necessity of the university cleaning a room will result in damage fines and possible loss of housing deposit. Students who do not follow proper check-out procedures will have a \$100 charge posted to their account.
22. Residents may not sublease units. No one may move in or out of campus housing without approval of the Housing Office. Approval is granted first through the Housing Office and then it is referred to the VP of Student Affairs.
23. Tobacco is not permitted on campus. Individuals using tobacco may be sanctioned. Cigarette debris on ground outside residential units is subject to fines.
24. Tampering with fire alarm systems, alarm pull stations, smoke detectors, fire extinguishers, and safety equipment is prohibited. Doing so will result in a fine. All students are expected to evacuate facilities during emergency alarms and comply with the requests of university personnel. Students will be fined for noncompliance and may be evicted from campus housing for interfering with safety and security procedures.
25. University rooms and public areas are not to be used as a location for the operation of any business or enterprise; the sale of any services or products. Residents may not use university housing facilities for a commercial purpose or solicit within the buildings. Violations should be reported to the Dean of Students Office.
26. Students may not work on or wash motorized vehicles on the premises.
27. Room assignments are made in the Housing Office. **While every effort will be made to assign compatible individuals, the decision of the Housing Office is final.** The student participant in this contract agrees to accept the roommate(s) assigned to him or her. The Housing Office will facilitate a room consolidation process as often as necessary to save energy and make necessary repairs to facilities.

The Housing Office reserves the right to cancel this housing contract at any time with NO REFUNDS.
For a more comprehensive list of policies visit, www.drury.edu/communitystandards or the Community Standards Handbook.