



DRURY
UNIVERSITY

For Housing Office Use Only

ID#: _____

Rm: _____

Ext: _____

New Student Housing Contract

Year & Term of Entry (Check one) Fall Semester (August 2010) Spring Semester (January 2011)

Student name _____
Last (Family) name First name Middle name Social Security Number

Home Address _____
Street City Province/State Postal Code Country

Country of citizenship _____

Home Telephone (_____) _____ **Cell phone** (_____) _____
(Include country code/city code)

E-mail Address _____

Room and Board Agreement

I certify that I plan to be enrolled at Drury University and apply for room and board accommodations in a Drury University residence.

Choose one 180 meals per semester and \$320 credit to use at CX. 150 meals per semester and \$320 credit to use at CX. 120 meals per semester and \$255 credit to use at CX. 90 meals per semester and \$190 credit to use at CX.

A \$200 deposit (\$100 tuition, \$100 housing) must be returned with this form to the university. Housing cannot be assigned until the contract and deposit are received by the university Admission Office.

Type of payment enclosed (check one) Check in US dollars made out to Drury University Credit card
(must complete credit card authorization form) www.drury.edu/residencelife/forms
 Do not send cash by mail.

I agree to pay room and meal charges per year. This contract is for both room and board for the entire academic year or for that part of the year remaining after the effective date of this housing agreement. I also agree that (1) **I must live in campus housing during my time at Drury University as an undergraduate student unless I am granted exemption to the University Housing Policy by the Housing Office,** (2) I cannot cancel this contract during the academic year except for dismissal from the university for academic or disciplinary reasons, (3) Room and board are available according to the university calendar and will not be available when residence halls are closed, (4) Drury University can refuse any application for housing, (5) If I do not arrive on time for orientation/ move-in day, I may be assigned other accommodations or I may have no accommodations. I will notify the Housing Office in advance if I will arrive late.

I agree to all terms and provisions on this form, and agree that they are part of this contract to which I am signing my name.

Date _____ **Student signature** _____

Agreement Guaranteeing Payment of Charges

Your parent or legal guardian must sign this agreement if you are under age 18. I, the parent or legal guardian of the student, agree that if the student does not pay the charges, I am responsible to pay.

Signature _____ **Date** _____
Parent or legal guardian

Address _____
Street City Province/State Postal Code Country

Return this contract and \$200.00 (\$100.00 toward tuition, \$100.00 toward housing) **deposit to:**

Drury University
 Office of Admission
 900 North Benton Avenue
 Springfield, Missouri 65802
 USA
 Phone: 417-873-7205
 Fax: 417-866-3873



DRURY
UNIVERSITY

General Housing Policies, Regulations, and Conditions

The following regulations and policies have been adopted for the residence halls at Drury University and are part of the contract between the university and the residents of the halls. Harmonious residential living at Drury University requires respect for the property and supervisory personnel of the university. It also demands respect for the property, privacy and academic pursuits of fellow residents. Personal integrity and a cooperative spirit are appropriate characteristics of university students. 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 and guests of the halls. This list is not all-inclusive. See the Community Standards Handbook for a complete listing.

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. Hard alcohol and beverages containing hard alcohol are prohibited. Individuals who are of legal drinking age may drink only in the privacy of their assigned residence. It is expected that no occupant of the residence hall will place himself or herself in a position where he or she could be suspected of contributing to the delinquency of a minor. Individuals under the legal drinking age of 21 are not allowed to be in the presence of alcohol on the Drury campus at any time. Alcoholic beverages are not allowed on the Drury campus except as described above. Kegs and participation in drinking games are prohibited. (See Drury University Alcohol Policy for more information).
3. Alcohol paraphernalia (items used for the storage or consumption of alcoholic substances) including decorated or 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 university campus housing.
9. The following UL-approved electrical appliances are permitted: coffeemakers, air popcorn poppers, sandwich makers, toasters, razors, radios, stereos, computers and portable television sets. Hot plates, crock pots, electric griddles, refrigerators, microwaves, George Foreman Grills, space heaters, extension cords or any other appliance with open coils are not allowed. Microwaves and refrigerator-freezers are provided in each room.
10. Cable service is provided. Students may opt in to local telephone service. 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 10 p.m. until 10 a.m. Courtesy hours should be observed 24 hours per day. Noise must be maintained at levels where they will not infringe upon the study or sleep habits of others.
12. Tacks, nails and/or tape will 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, and beds are prohibited. Damage to your room should be reported to the Hall Director or Resident Assistant immediately upon discovery.
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 personnel will inspect rooms and conduct health and safety checks in all residential rooms and facilities periodically for damages and policy violations/safety concerns. 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. 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.
19. Open hours are from 10 a.m.-12 a.m., Sun.-Thurs.; and from 10 a.m.-1 a.m., Friday and Saturday. Residents and guests may visit in secured main lounges 24 hours a day. Residents and guests may visit each other's rooms only during approved open hours. Overnight guests must be registered with residential life staff. Guests may not stay in campus housing for more than three days in a week.
20. A \$100 room deposit is required of each resident. This should be sent in with this contract to the Office of Admission, 900 N. Benton, Springfield, MO 65802. 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 with clean, undamaged rooms will have their deposits carried forward to the next academic year unless they are graduating or not returning to university housing the following year. Students who do not follow proper check out procedure will be charged a \$100 improper check out fine.
21. **No one may move in or out of campus housing** without the approval of the Housing Office. Approval is granted first through the Housing Office and then it is referred to the Director of Student Life. Residents may not sublease units.
22. Smoking is not permitted in any campus housing facility. Smokers may be fined and residency may be terminated for violating this policy. Cigarette debris on ground outside residential units is subject to fines.
23. Tampering with fire alarm systems, alarm pull stations, smoke detectors, fire extinguishers, and safety equipment is prohibited. Discharging or tampering with safety equipment 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.
24. 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 are reported to the Dean of Students Office.
25. Students may not work on or wash motorized vehicles on the premises.
26. Residence halls are closed over Fall Break, Thanksgiving, Winter Break, and Spring Break. Students with extenuating circumstances may only stay with special permission from their Hall Director.
27. Room assignments are made in the Housing Office. In case of a vacancy in a room, the remaining occupant may elect to pay the private room fee (if space permits) or the occupant may be requested to move to another room, or may be assigned a new roommate. 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.

Drury University reserves the right to cancel this housing contract at any time with no refunds.



DRURY
UNIVERSITY

Housing Questionnaire

Student Information

Student Name _____
Last name First name Middle name

Preferred Name _____ Gender Male Female

Social Security Number _____ Date of Birth MM ____ DD ____ YY ____

Permanent address _____

City _____ State _____ Zip Code _____

In case of emergency, contact _____ Relationship to student _____

Address _____

City _____ State _____ Zip Code _____

Day Phone (____) _____ Evening Phone (____) _____

Describe any physical condition that might require special consideration (attach or forward a doctor's statement if requesting special housing accommodations). _____

List and describe any medications you are currently taking _____

Roommate Preference (student name) _____

Drury University residence halls are all co-ed facilities. Some sections (wings, floors, etc.) may be designated as single-gender housing based on request. Male and female students will not share suites or bathrooms.

Please check here if you prefer single-gender housing within a section of the residence hall.

Residence Hall Preference (mark 1st, 2nd, and 3rd choice)

- Smith
- North Wallace South Wallace
- Freshmen Living-Learning communities (located in Sunderland Hall).

Living-Learning Communities require an additional application at www.drury.edu/lc

Transfer student only* Transfer students who are assigned to apartment - style housing will be asked to complete an apartment - specific housing contract upon arrival at Drury. Apartment - style residents will have the opportunity to lower their meal plan to 45 meals per semester with \$125 of credit to use at the CX.

- College Park
- Jefferson Park

Please check here if you are a transfer student.

_____ College hours completed

_____ College hours in progress

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deposit to:

Drury University
Office of Admission
900 North Benton Avenue
Springfield, Missouri 65802
USA
Phone: 417-873-7205
Fax: 417-866-3873



DRURY UNIVERSITY

Personal Data

In order to assist us in selecting the best residence hall, floor, room and roommate match possible, the student (and no other persons) should complete this form as honestly and forthrightly as possible. A correct match is important to a successful and positive living experience. When making residence hall, room and roommate assignments, the university does not discriminate based upon race, religion, sexual orientation, disability, nationality or culture. Preferences are not guaranteed.

Please check answers that apply

1. **Do you smoke (even occasionally)?** Yes No
2. **Could you live with a roommate who smokes?** Yes No (Please note all housing is non-smoking)
3. **Do you maintain a neat and orderly room?** Yes No
4. **When studying,** I require absolute quiet.
 - I like low background noise.
 - I like the television turned on.
5. **I study best in the morning.** **I study best in the afternoon.**
 I study best in the evening. **I study best late at night.**
6. **When it comes to guests,** I do not mind, if my roommate spends time with a boy/girlfriend in our room.
 - It would be okay for my roommate to spend time with a boy/girlfriend in our room as long as I knew exactly when they would be there and approved of those times.
 - It would be intolerable for my roommate to spend time with a boy/girlfriend in our room.
7. **When Sleeping,** I go to bed early and get up early. I go to bed late and get up late.
 I go to bed late and get up early. I go to bed early and get up late.
8. **When sleeping I require** Absolute silence Moderate sound
 Lights No special arrangements Other: _____
9. **I prefer my room temperature** Cool Warm
10. **Which types of music do you listen to most?**
 - Alternative Jazz Rock R&B Rap Pop New Age
 - Heavy Metal Country 70s & 80s Classical Christian/Gospel
11. **Do you plan on participating in formal recruitment with a fraternity/sorority?** Yes No
12. **I am interested in living with an international student.** Yes No
13. **I am interested in rooming with someone with the same major.** Yes No
Major (if decided) _____
14. **List any extracurricular activities and interests you have** _____

15. Phone

- ____ I plan to plug a phone into the phone jack in my room.
- ____ I do not plan to plug a phone into the phone jack in my room.

16. Network

- ____ I plan to plug a computer into the network jack in my room.
- ____ I do not plan to plug a computer into the network jack in my room.

As a member of the residential community, I have read and understand all policies as stated in the housing contract. I agree to review the Community Standards Handbook and this contract carefully, familiarize myself with the policies, and abide by them.

Student Signature _____ **Date** _____

For information regarding housing amenities, prices and virtual tours, visit www.drury.edu/residencelife Housing forms are available at www.drury.edu/residencelife/forms

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