

Northwestern Michigan College

Summer 2017 Residence Life Contract

Housing is provided in East Hall for students enrolled and attending at least 3 credit hours at NMC beginning Monday, May 19, 2017 and ending Wednesday, August 9, 2017. Meals are **NOT** included. Cafeteria will be open limited hours. Please read the contract information on the back of this form.

To reserve your room for summer please complete the following:

- Summer Residence Life Contract
- Lifestyle and Personal Preference Sheet if requesting a roommate.
- Submit a \$250.00 deposit by check, money order or online through NMC's Self Service.

Mail to: Office of Residence Life, 1701 E Front St, Traverse City, MI 49686, fax 231-995-1399 OR E-mail to nmchousing@nmc.edu Please call if you have questions 231-995-1400.

Rates: Must choose one. Balance due will be applied to student account.

- \$25.00/night/person OR \$20.00/night/person if staying longer than 30 days.
This rate is based on double occupancy, meaning you will have a roommate.
- \$40.00/night/person single occupancy (no roommate) OR \$30.00/night/person if staying longer than 30 days.

Arrival Date: _____ Departure Date: _____
of nights: _____ **Amount Due before moving in: \$** _____

Name: _____

Address: _____

City/State/Zip _____

Phone: _____ Gender: _____

Student ID: _____ Date of birth: _____

Emergency contact name: _____

Emergency contact phone: _____ Relationship: _____

Please list any physical or psychological condition or medications (including allergies): _____

I hereby agree to the terms and conditions of the Summer Residence Life Contract at NMC. I agree to comply with all residence hall rules and regulations of NMC. I agree to pay room charges as stated on this contract. **Please note: It is your responsibility to make payment on or before the due date whether or not you receive a bill. Failure to do so may result in the cancellation of your contract and forfeiture of your deposit. If payment is not made in advance, access to the building may be denied.**

Signature: _____ Date: _____

Be sure to read back of contract before signing.

SUMMMER 2017 CONTRACT TERMS:

Submission of this contract DOES NOT guarantee accommodations in the residence hall. Contracts will be reviewed by the Residence Life staff and those accepted will be notified by student's e-mail or phone call. Northwestern Michigan College (NMC) Residence Life does not discriminate on the basis of race, religion, sexual orientation, disability or ethnic background. If a student does not check into East Hall by the date on the contract, or make arrangements for late arrival with the Office of Residence Life, his/her room will be reassigned to another student and he/she may forfeit their deposit.

Student room charges are based on double occupancy; therefore, the Office of Residence Life reserves the right to reassign students who are without a roommate should they not find a roommate of their own choice. In all cases, the final determination of room assignments rests with the Office of Residence Life. Roommate requests will be honored only if mutually agreed upon by both parties and if space is available. The Office of Residence Life reserves the right to change room assignments if necessary.

HOUSING ELIGIBILITY: In order to be eligible for summer housing, a student must be enrolled and attending at least 3 NMC credits. If a student fails to remain enrolled or stops attending class, the Office of Residence Life reserves the right to terminate the contract immediately and the student will be removed from East Hall.

HOUSING DEPOSIT: The \$250.00 housing deposit is payment for damages that may occur in the room or in East Hall during the course of the semester. The deposit shall also act as a premature termination fee if the contract is cancelled by NMC or the student. The \$250.00 deposit will be refunded in full if there are no damages to the room, the student checks out appropriately with the RA, returns the room key, mailbox key, laundry card and if there is not an outstanding balance.

TERMINATION OF CONTRACT BY THE COLLEGE: NMC may terminate this contract and/or take possession of the room and contents at any time for violation of any of the regulations stated in the Student Rights and Responsibilities, the *Residence Life Handbook 2016-2017, for health reasons, maintenance reasons, or if the student is delinquent on payment. The deposit will not be refunded if NMC terminates the contract.

REFUND SCHEDULE: Students can be issued a refund if they leave before the end date on the contract. The student will only be charged for the nights leading up to the date of departure.

REGULATION: NMC reserves the right to make other rules and regulations periodically as deemed necessary and proper for the safety, care and cleanliness of the premises, and for securing the comfort and welfare of all occupants. NMC will make such rules and regulations a part of this contract, providing 7 days of notice given.

MAINTENANCE: The student agrees not to remove East Hall property or duplicate any East Hall issued key or access card. A lost key or access card should be reported to the Office of Residence Life immediately. If the missing key is not found, the room lock will be changed and the cost of replacement will be subtracted from the deposit (\$75.00). If an access card goes missing, a new access card will be issued and \$10.00 will also be deducted from the deposit.

RATES: The student agrees to pay Northwestern Michigan College at the Cashiers Office or online through the student's Self-Service account for the established room rates. If the student does not pay in full at the beginning of the semester, he/she is responsible to make payments by the Installment Plan according to the schedule. Failure to make payments by the due date may result in the cancellation of the housing contract and forfeiture of the deposit. **RATES ARE SUBJECT TO CHANGE AT THE DISCRETION OF THE BOARD OF TRUSTEES.** NMC reserves the right to make deductions from the student's financial aid awards to pay the full semester housing rate at the beginning of each semester.

LIABILITY: Northwestern Michigan College is not liable for the loss of money or valuables to any person, or for the loss of, or the damage to, any resident's property or for personal injury sustained on the premises. NMC encourages residents to consider contracting their own insurance carrier for coverage.

***Policies for all residents and other information can be found at nmc.edu/housing. Follow the East Hall link.**

Lifestyle & Personal Preferences

Please fill out the following information sheet and mail with application and deposit to NMC—Office of Residence Life, 1701 E. Front St., Traverse City, MI 49686 OR e-mail to nmchousing@nmc.edu OR fax to 231-995-1399

Contact Information

Name _____

Cell _____ NMC Email _____

Age _____ Gender: _____

Rooming Preference

Room Type:

- Single
- Double

Floor Type:

- All Male
- All Female
- Co-ed (by suite)

Lifestyle

I am a:

- Non-smoker Smoker
- *Please note that NMC's campus is smoke free.

I keep my room:

- Neat Lived in Messy

When I study I prefer:

- Very quiet
- Moderately quiet
- Noisy
- No preference

I consider myself to be a:

- Morning person
- Afternoon/Evening person
- Late night person

My music preferences are:

(check all that apply)

- Classical Pop/Rock
- Jazz Country
- Classic Rock Christian
- Rap Alternative
- Contemporary R&B
- Techno Heavy Metal

I have an interest in:

(check all that apply)

- Sports Theater
- TV/Movies Reading
- Dancing Music
- Video Games Shopping
- Learning about other cultures

My major area of study is:

(roommate placement by major is based on availability)

- Aviation
- Culinary
- Maritime
- Other _____

Other things I'd like you to consider when pairing me with a roommate (in reference to your lifestyle): _____

Roommate Preference

Name of student you wish to room with:

(The person you are listing must also list you on his/her contract)

Name of preferred suitemate (s): _____

(The person you are listing must also list you on his/her contract)