

# NDSCS Housing and Dining Application

Student ID# \_\_\_\_\_

PLEASE READ ALL DIRECTIONS BEFORE COMPLETING THIS FORM

Mail this form to Residence Life, North Dakota State College of Science, 800 6th Street North, Wahpeton, ND 58076 and include the \$25 non-refundable housing application fee (residence halls only). Please see below for the apartment deposit information.

**REQUIREMENTS:** Students who have transferred in or completed fewer than 30 credits are required to live on campus unless they qualify for and are granted an exemption by the Director of Residence Life. For more information about this policy or to obtain an exemption form, visit the NDSCS Residence Life web site at [www.ndscs.edu/residencelife](http://www.ndscs.edu/residencelife).

Legal Name \_\_\_\_\_  Male  Female  
Last First Middle

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ E-mail address \_\_\_\_\_

Home Address \_\_\_\_\_  
Street City State Zip Country (if not USA)

Home Phone (\_\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_\_) \_\_\_\_\_

Will enroll as:  Fr  So (under 30 credits categorizes you as a freshman) Semester intended:  Fall  Spring  Summer Year: 20\_\_\_\_\_

**ACCOMMODATIONS:** If you require accommodations with your room or dining plan due to a documented disability please list them below:

## Residence Hall Preference

Indicate your hall preference by placing a 1 next to your first choice, 2 next to your second choice, 3 next to your third choice, etc. (See the back for hall descriptions.)

 Single Room  Double Room  Corner Room  Private Room

## Male Halls

\_\_\_\_\_ Schulz Honors Floor (single occupancy ONLY)  
\_\_\_\_\_ Schulz (double occupancy & single occupancy)  
\_\_\_\_\_ Robertson (double occupancy & single occupancy)  
\_\_\_\_\_ Babcock (single occupancy ONLY)

## Female Halls

\_\_\_\_\_ Walton Honors Floor (single occupancy ONLY)  
\_\_\_\_\_ Walton (double occupancy & single occupancy)  
\_\_\_\_\_ Forkner Main (single occupancy ONLY)  
\_\_\_\_\_ Forkner Addition (double occupancy & single occupancy)

## Co-ed Halls

\_\_\_\_\_ Nordgaard (double occupancy & single occupancy)

## Honors Floor Requirements

To qualify for the honors floor, a student must have attained a 3.5 grade point average. In order to remain living on the floor, a student must maintain at least a 3.2 grade point average.

## Roommate Requests

Requests for a specific roommate must be mutual. Requests will be accepted but may not be accommodated.

 Roommate request: Name \_\_\_\_\_

## Dining Plan Preference

NDSCS Dining Services offers four dining plan options to accommodate student needs. All first-year students must live on campus and carry either a 160, 225 or 300 dining plan. For out-of-state students to receive in-state tuition rates, they must live on campus and carry either a 160, 225 or 300 dining plan. If you are required to have a dining plan and fail to select one, you will be assigned a 225 dining plan.

80 Dining Plan/semester – averaging 5 meals per week  
 160 Dining Plan/semester – averaging 10 meals per week  
 225 Dining Plan/semester – averaging \*14 meals per week  
 300 Dining Plan/semester – averaging \*19 meals per week

\*225 and 300 meal plans include \$50 in dining dollars for use in the Campus Connection or Flickertail Dining Room. All dining plans include two parent/guest meals per semester.

## Apartments

If you are applying for an on campus apartment you will need to fill out this section and the top portion of this application. A deposit of \$100 is required and the student's account must be in good standing. Residence Life reserves the right to deny placement due to past behavioral violations. A separate contract applies. Students must meet one of the following requirements to live in an on campus apartment:

- Student is married (**will need a copy of marriage certificate**)
- Student has a child that resides with them (**will need a copy of birth certificate**)
- Student is older than 21 years of age
- Student must have completed 20 or more college credits

Are you married:  Yes  No Spouses Name: \_\_\_\_\_Do you have children?  Yes  No Number \_\_\_\_\_

Indicate your apartment preference by placing a 1 next to your first choice, 2 next to your second choice, 3 next to your third choice, etc.

\_\_\_\_\_NW College Apts. \_\_\_\_\_SE College Apts. \_\_\_\_\_36 Complex furnished  
\_\_\_\_\_36 Complex unfurnished

**REQUIRED SIGNATURE:** I understand the information presented on this form will be used in evaluating my application for housing to a North Dakota University System institution. I certify that all statements are complete and true as of this date. I have read and agree to abide by the GENERAL CONDITIONS OF THIS CONTRACT, including the final rate schedule as approved by the State Board of Higher Education, and have included my \$25 resident hall application fee or my \$100 apartment application deposit.

I understand that this is an application for the duration of the entire academic year.

Student \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Parent \_\_\_\_\_  
(Student signature) (Parent signature required if applicant is under 18 years of age.)

## For College Use Only

Student ID# \_\_\_\_\_ Receipt# \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

 Student Imported  Custom Attributes Set  Roommate Preference Set  Dining Plan Set  Room Assigned

Amount \$ \_\_\_\_\_ Hall/Apt. \_\_\_\_\_ Room \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Room Type \_\_\_\_\_

# Housing Options

Wireless internet is available in all residence halls, apartments and the college complex.  
Cable TV access is available.

## WOMEN'S HALLS

### Walton

- Located on the west side of the Student Center
- Three floors
- 3rd floor designated as Honors Floor
- Double occupancy, \*single occupancy and \*\*corner rooms
- Rooms have 2 beds, 2 desks, 2 chairs, built-in closets, middle vanity with a mirror
- Regular day bed style beds (fit standard twin bedding) – NOT LOFTABLE OR BUNKABLE
- Air conditioning
- Each floor shares a bathroom with 4 showers, 8 sinks with mirrors and 2 bathtubs
- Coin operated laundry facilities on every floor
- Kitchen has a stove, refrigerator and microwave
- Lower level has a pool table, ping pong table, foosball, TV & piano
- Shares the same lobby with Schulz Hall
- Main lobby has new furniture, TV, wireless and hard wire internet

### Forkner Main

- Located on the west side of the Student Center
- Three floors
- Single occupancy ONLY
- Rooms have 1 bed (fit standard twin bedding), 1 desk, 1 chair and built-in closets
- Beds are loftable
- No air conditioning
- Each floor shares a bathroom with 4 showers, 8 sinks with mirrors and 2 bathtubs
- Kitchen has a stove, refrigerator and microwave
- Coin operated laundry facilities on every floor
- Main lobby & lower lobby have a TV and furniture

### Forkner Addition

- Located on the west side of the Student Center
- Three Floors
- Double occupancy, \*single occupancy and \*\*corner rooms
- Rooms have 2 beds, 2 desks, 2 chairs, built-in closets, middle vanity with a mirror
- Regular day bed style beds (fit standard twin bedding) – NOT LOFTABLE or BUNKABLE
- Air conditioning
- Each floor shares a bathroom with 4 showers, 8 sinks with mirrors and 2 bathtubs
- Kitchen has a stove, refrigerator and microwave
- Coin operated laundry facility on every floor
- Main lobby & lower lobby have a TV and furniture

## CO-ED SUITE STYLE HALL

### Nordgaard

- Located on the north side of campus
- Ten floors
- Air conditioning
- Two elevators
- Double occupancy, \*single occupancy and \*\*\*private rooms
- Suite set up includes 4 bedrooms and 2 bathrooms off a central living area. Each bedroom has 2 beds (fit standard twin bedding), 2 desks and 2 chairs.
- Most beds have bunking capabilities.
- Closets contain a built-in three drawer dresser
- Coin operated laundry facilities on every floor
- Kitchenette with refrigerator, stove, microwave and coffee maker
- Lounge with furniture and TV, as well as a lounge for quiet study
- Lower level has a pool table, foosball and ping pong table

\* If you wish to live alone in a room designated for double occupancy, all furnishings must remain in the room and the single occupancy rate will apply.

\*\*Corner rooms are furnished for double occupancy and are much bigger than a double occupancy room. Corner room rates apply.

\*\*\* Private room is furnished as a single occupancy room. These rooms have their own bathroom facilities. Private room rates apply.

## LOFTING & BUNKING BEDS

Lofting a bed means using a "lofting kit" to raise your bed off the floor. Bunking a bed means putting one bed above the other. Loft kits and bunking posts are available at no charge. The residence halls that have lofting capabilities are: Forkner Main, Babcock, third floor of Walton and third floor of Schulz, 1st and 2nd floor of Robertson. Residence halls that have bunking capabilities are: Nordgaard and Robertson.

## MEN'S HALLS

### Babcock

- Located on the east side of the Student Center
- Three floors
- Single occupancy ONLY, and \*\*corner rooms
- Rooms have 1 bed (fit standard twin bedding), 1 desk, 1 chair and built-in closets
- Beds are loftable
- No air conditioning
- Each floor shares a bathroom with 8 showers, 8 sinks with mirrors
- Coin operated laundry facilities on the lower level
- Lobby with TV and furniture, pool table, foosball and ping pong table

### Schulz

- Located on the west side of the Student Center
- Three floors
- 3rd floor designated as Honors Floor
- Double occupancy, \*single occupancy and \*\*corner rooms
- Rooms have 2 beds, 2 desks, 2 chairs, built-in closets, middle vanity with a mirror
- Regular day bed style beds (fit standard twin bedding) – NOT LOFTABLE
- Air conditioning
- Each floor shares a bathroom with 4 showers, 8 sinks with mirrors and 2 bathtubs
- Coin operated laundry facilities on every floor
- Kitchen has a stove, refrigerator and microwave
- Lower level has a pool table, ping pong table, foosball, TV & piano
- Shares the same lobby with Walton Hall
- Lobby has new furniture, TV, wireless and hard wire internet

### Robertson

- Located on the north side of campus
- Six floors
- Double occupancy, \*single occupancy and \*\*corner rooms
- No air conditioning
- One elevator
- Rooms have 2 beds (fit standard twin bedding), 2 desks, 2 chairs.
- Most beds have bunking capabilities
- Beds on the 1st, 2nd and 1/2 of the 3rd floor can be lofted or bunked
- Closets contain a built-in three drawer dresser with no doors
- Each floor has a quiet study room
- Kitchenette with fridge, stove and microwave
- Lower level has coin operated laundry facilities
- Lower level also has a TV lounge, pool table, foosball and ping pong table

## APARTMENTS

### NW Apartments

- Located north of the Blikre Activities Center
- 39 – 2 bedroom apartments available
- Designated as family housing
- Unfurnished
- Air conditioning
- Day care located in the apartment building
- Playground equipment
- Electricity is an added expense

### SE Apartments

- Located northeast of the Blikre Activities Center
- 48 – 2 bedroom apartments available
- Unfurnished
- Air conditioned
- Playground equipment
- Electricity is an added expense

### 36 College Complex

- Located just north of the SE Apartments
- 35 split level units available
- Double occupancy
- Select units are furnished
- Electricity is an added expense

# 2010-11 LICENSE FOR RESIDENTIAL HALLS AND CONTRACT FOR DINING SERVICES

PLEASE READ ALL DIRECTIONS BEFORE COMPLETING APPLICATION.

## 1. LICENSE

- a) The Residence Hall Contract creates a license for the student to use campus housing and is not a lease. The relationship between NDSCS and the student is that of licensor-licensee and not that of landlord-tenant. A license creates a privilege for students to use residential facilities subject to the conditions of this contract and college regulations.
- b) Fulfillment of this contract is contingent upon the availability of products and services provided by NDSCS. The written terms of this license contract supersede all previous contracts as well as any verbal statements or emails made concerning this contract.

## 2. ELIGIBILITY/REQUIREMENTS

- a) Students who are enrolled at NDSCS are eligible to live in college housing.
- b) Housing may be refused to any student based on their current or past conduct, where the student may pose a safety or security risk to persons or property. Housing may also be refused to students who have outstanding debts to the college.
- c) **ALL STUDENTS WHO HAVE TRANSFERRED IN OR COMPLETED FEWER THAN 30 COLLEGE CREDITS ARE REQUIRED TO LIVE ON CAMPUS UNLESS YOU QUALIFY FOR AND ARE GRANTED AN EXEMPTION BY THE DIRECTOR OF RESIDENCE LIFE.** For more information about this policy, visit [www.ndscs.edu/residencelife/index.jsp](http://www.ndscs.edu/residencelife/index.jsp).
- d) Students who are not granted an exemption by the Director of Residence Life and do not apply for housing, will be charged at the rate of a standard double room.

## 3. APPLICATION AND ASSIGNMENT PROCEDURES

- a) New students must remit a \$25 non-refundable housing application fee (check or money order payable to North Dakota State College of Science) with an application to the Department of Residence Life, North Dakota State College of Science, 800 North 6th Street, Wahpeton, North Dakota 58076. An application does not guarantee a room assignment until the student has been so notified. Assignment priority is determined according to the date of application. Applications mailed without payment of the housing application fee are not considered complete until the date the fee is received.
- b) 2009-2010 students returning to the residence halls can re-contract from February 16, 2010 through March 12, 2010. The student must review and agree to the terms and conditions of the contract on-line at [www.ndscs.edu/residencelife/index.jsp](http://www.ndscs.edu/residencelife/index.jsp) prior to sign-up.
- c) Roommate preferences are honored when possible, but are not guaranteed. If students request each other as roommates, both applications must be returned together.
- d) Final confirmation of housing and dining plan are subject to admission to the college.

## 4. ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

- a) Students with documented disabilities who need accommodations in their residence hall room must contact Disability Services, 701.671.2623. Assignments cannot be processed without a documented recommendation from Disability Services.
- b) Requests for accommodations cannot be assured for students applying less than 60 days prior to the beginning of the semester for which on-campus accommodations are needed. NDSCS will make every effort, however, to provide reasonable accommodations.
- c) Assignment is based on the accommodations required and the date the license contract and deposit are received.

## 5. CONTRACT TERM

- a) This contract is made for the 2010-2011 academic year (August –May) or the balance thereof if signed after the beginning of the

term. The Departments of Residence Life and Dining Services reserve the right to make all final decisions regarding assignments and dining plans.

## 6. ROOM AND DINING PLAN SELECTIONS

- a) The rates listed are for the 2009-2010 academic year. Final 2010-2011 rates will be stated on the official assignment notice mailed prior to arrival. These rates do not include official college break periods (see Section 12a).

### 2009-2010 Room Rates

Room Selections	Cost per Semester	Yearly Total
Standard Double	\$851	\$1,702
Standard Single	\$1,185	\$2,370
Corner Double	\$976	\$1,952
Corner Single	\$1,310	\$2,620
Private w/bath	\$1,310	\$2,620

## DINING PLANS

NDSCS Dining Services offers four different dining plan options to accommodate student needs. All first-year students must live on campus and carry either a 160, 225 or 300 dining plan. For out-of-state students to receive in-state tuition rates, they must live on campus and carry either a 160, 225 or 300 dining plan. All other students living in a residence hall are required to contract for one of the four dining plans. If you are required to have a dining plan and fail to select one, you will be assigned the 225 dining plan.

### 2009-2010 Dining Plans

Dining Plan		Number of Meals per Week on Average	Cost Per Semester	Yearly Cost
300	Best Deal	*19	\$1,547	\$3,094
225	Most Popular	*14	\$1,236	\$2,472
160		10	\$1,189	\$2,378
80		5	\$669	\$1,338

\*225 and 300 dining plans include \$50.00 in dining dollars for use in the Campus Connection or Flickertail Dining Room. The 160, 225 and 300 dining plans include five guest/parent meals per semester and the 80 dining plan includes two guest/parent meals per semester.

All NDSCS dining plans are block plans. The total number of meals provided by the plan are for use during one semester only. Meals not utilized are forfeited and will not carry over to the next semester.

NDSCS offers out-of-state students a substantial discount on tuition when they live on campus and choose a 160, 225 or 300 dining plan. Meeting these requirements allows students from all states and countries to pay the same final costs as a North Dakota resident. For more information about the out-of-state tuition discount, contact the Business Affairs Office at 701-671-2216.

## 7. PAYMENT PLANS AND PROCEDURE

- a) Room and Dining Plan
  - i) Payment is made during Wildcat Payment and Refund Days (financial aid disbursement).
  - ii) The college will assess a 1% finance charge for all remaining balances after 60 days.
- b) Non-payment - Failure to comply with the above payment plans may result in a hold on his/her college registration.

PLEASE KEEP THESE CONTRACT CONDITIONS

## 8. DINING PLAN REGULATIONS AND POLICIES

- a) Dining plan rates for the 2010-2011 academic year can be found at [www.ndscs.edu/studentlife/diningservices.jsp](http://www.ndscs.edu/studentlife/diningservices.jsp) after May 1, 2010.
- b) Rates have been established for meals to begin with breakfast on the Monday prior to regular classes and end with lunch on the last day of final exams.
- c) Dining plan rates do not include break periods (see Section 12c).
- d) Student IDs will be issued at the beginning of your first semester at a specified location. There is a fee for ID cards.
- e) Valid ID cards are required to utilize your dining plan and gain admittance into the dining facility. Entrance to the dining facility is permitted once per meal period. Student ID cards and associated dining plans are not transferable to anyone else.
- f) Sack meals are provided for students whose class or work schedule conflicts with Dining Services hours and/or prevents them from remaining in the dining facility to eat their meal. To be eligible for either option, a class/work schedule must be presented to a Dining Services staff member. Requests for sack meals must be made Monday through Friday at least one day prior to the desired start date of the service. Failure to pick up the sack lunch a total of three times during the course of the semester will terminate this privilege.
- g) Special menus, meals or items are available for students who need menu adjustments due to nutritional, dietary or religious reasons. Students should contact the Director of Dining Services to arrange for menu modifications.
- h) Dining plan add/change requests (not dining plan cancellations) must be submitted in writing to the Department of Dining Services. Approved changes are processed weekly. Requests for dining plan changes must be received prior to "Wildcat Payment and Refund Days" for the semester the change is requested. No changes after these dates will be accepted.
- i) Dining plans in force at the end of fall semester will automatically be assigned to you for spring semester unless other arrangements have been made and agreed upon by the Department of Dining Services.

## 9. OCCUPANCY

- a) Residents must be an enrolled student at NDSCS, must occupy the assigned room and may not sublet or re-assign the room. Students must be enrolled by the first day of classes to be eligible to live on campus.
- b) If a student fails to occupy his/her assigned room within one week after the start of classes, the reservation will be canceled.
- c) If a student occupies a room that falls below its designed capacity, he/she may request to keep a double room as a single after the first week of each semester for an additional fee by contacting the Department of Residence Life. Single room requests are honored depending on space availability. If a student does not wish to keep a double room as a single, he/she must find another resident to live with him/her or move to a room with someone else. The hall staff will assist in finding a person to share the room, but it is ultimately the student's responsibility to find another roommate. The college cannot guarantee a roommate assignment.
- d) The Department of Residence Life reserves the right to consolidate residents when hall occupancy is below 100 percent capacity. Residents living in rooms at less than capacity will be charged the additional fee.
- e) The Department of Residence Life reserves the right to transfer students from one room or hall to another in the interest of health, safety, student conduct or consolidation purposes.
- f) The college reserves the right to determine what constitutes occupancy and may reassign residents accordingly.
- g) Any termination of occupancy or exceptions to this license contract will be subject to the approval of the Director of Residence Life or designee.

## 10. GUESTS AND VISITORS

- a) Residents are responsible for the behavior of guests.
- b) Residence hall visitation hours are 10:00 a.m. to 1:00 a.m. Sunday through Thursday. Twenty-four hour visitation allowed on Friday and Saturday only. Guests must be escorted 24 hours a day in all buildings.

## 11. ROOM CHANGE/HALL TRANSFER

- a) Room changes, hall transfers and vacating rooms require the filing of requests with and the approval of the Department of Residence Life. One room change/hall transfer per semester is allowed free of charge. Additional room changes/hall transfers will result in an administrative charge of \$25.
- b) Unauthorized room changes or failure to move out of a room at a designated time may result in an administrative charge of \$25, being required to move back to the original room, applicable charges for assignment and occupancy of more than one room and/or disciplinary action.

## 12. BREAK PERIODS

- a) Residence halls close during semester break and other times. Residents must apply in advance to remain during these periods. Since contract rates do not cover these periods, students will be charged \$5 per night.
- b) The Department of Residence Life reserves the right to move students to another hall during the break period.
- c) Dining plans are not in effect during semester break, spring break (Friday classes conclude – Monday classes resume), Thanksgiving break (Thursday – Sunday) and Easter break (Friday – Monday).

## 13. LIABILITY/INSURANCE

- a) The college assumes no responsibility for loss, theft or damage to personal property. The college strongly recommends purchase of insurance or an extension of family insurance to cover loss or damage of personal property. The college does not have insurance that covers the personal property of residents or guests. In addition, students agree not to hold responsible the college, the Department of Residence Life and its employees and agents from any claims or damages sustained by students or guests as a result of acts or omissions relating to any changes or modifications made by the student to the room or furnishings. Students are financially responsible to the college and other residents for damage, loss or injury sustained by the college, the Department of Residence Life and its employees and agents as a result of student or guests' acts or omissions. Damage charges will include cost of labor and materials for all repairs and/or cleaning.

## 14. LICENSE CONTRACT CANCELLATION AND REFUND POLICY

- a) A reservation may be canceled if such request is received in writing by the Department of Residence Life on or before August 1 for fall semester and on or before January 1 for spring semester. Cancellations made after these dates will result in a \$50 late cancellation charge. Submittal of a cancellation request does not guarantee cancellation. Room cancellations must be approved by the Director of Residence Life or designee.
- b) Students currently residing on campus are not required to pay another application fee when they contract for the following year. If a student contracts for the following year and cancels after August 1 for fall, or after January 1 for spring, a \$50 late cancellation fee will be assessed to his/her student account.
- c) Release of contract, requested and approved or due to conduct reasons, during the contract period will result in a \$150 breach of contract fee.
- d) If a student vacates before the end of the school year without approval of the Director of Residence Life or designee, he/she will be held responsible for all charges for the remainder of the contract period.

- e) Students are responsible for properly checking out of residence halls according to established procedure (contact Hall Director, Resident Assistant or Apartment Manager). Failure to do so will result in a \$25.00 improper check out fee. Additional charges may be assessed for damages (cost of labor and materials), missing keys and cleaning.
- f) Refunds are calculated beginning with the first full week following the date the room is officially vacated. Midnight Saturday is considered the end of each week.
- g) If a student is re-instated or re-enrolled after release for withdrawal or dismissal during the term of the contract, he/she agrees to fulfill the balance of the contract.

## 15. WITHDRAWAL FROM THE COLLEGE

- a) On or after the first day of classes of each semester, authorized room and board payment refunds are calculated on a percentage basis in accordance with the State Board of Higher Education Refund Policy and issued by mail, provided all payment obligations to the college have been met.
- b) In order to complete the withdrawal process, a student must properly check out of his/her room within 24 hours of initiating the withdrawal process.

## 16. HALL OR ROOM CONTENTS AND USES

- a) Residence hall rooms are equipped with dressers, mirrors, desks, telephone line, chairs, window coverings and standard twin beds.
- b) Students provide their own linens, blankets, pillows, towels, toilet articles, bedspread and desk lamp, if desired.
- c) Students are responsible for cleaning their rooms, removing waste materials and maintaining sanitation and safety conditions acceptable to the Department of Residence Life. Students will be billed for labor and material costs if cleaning is required by the college. Supplies for cleaning are available in each hall upon request.
- d) Permitted in residence halls are: microwave ovens under 800 watts, refrigerators not exceeding 4 cu. ft. inside storage space, sewing machines, hair dryers, radios, stereo and television sets. Any other items must be approved by the Resident Director.
- e) Students are not permitted to make alterations, install equipment, paint or make repairs in any part of the building. Additional furniture may not be brought into rooms without approval from the Resident Director. College property may not be transferred between rooms or removed from rooms, lounges or residence halls. Room personalization and window displays require approval by the Resident Director.
- f) The use or possession of the following is prohibited in or around residence halls and/or rooms:
  - i) alcoholic beverages or alcohol containers (regardless of age);
  - ii) narcotics or other drugs when their use or possession is prohibited by law;
  - iii) firearms, ammunition, fire crackers, explosives, knives, bows and arrows, air-soft guns, paintball guns or other weapons;
  - iv) cooking or heating appliances except those listed in 16d, and equipment such as electric frying pans, electric grills, hot plates, toasters, air conditioners, space heaters, electric cords outside of the room or building, or halogen lamps;
  - v) antennas, dishes or aerials for radios or TVs;
  - vi) battery chargers or engine heater cords;
  - vii) open fires, candles, incense, potpourri pots or halogen light bulbs;
  - viii) weight lifting or exercise equipment;
  - ix) pets (other than fish in a tank no larger than 10 gallons); or
  - x) other items deemed inappropriate by Residence Life staff.
- g) Pictures or other wall hangings should be suspended only from moldboards, picture rails or bulletin boards. Students will be charged for damaged walls and ceilings.
- h) Fire safety and sanitation requirements prohibit cooking within the residence hall room. Limited kitchenette space is specifically designed for light snacks. Residents must clean kitchenettes. All food must be kept in closed containers.

- i) No motor vehicles may be used or stored in the residence halls.
- j) No person or organization, whether or not affiliated with the college, may advertise, sell, conduct a business or raise funds in the residence halls without registering and receiving permission from the Department of Residence Life. No person may use the words "NDSCS" or "North Dakota State College of Science," or any derivative thereof, in any address or in any other way associate such terms with any personal business, such as, but not limited to, on business cards or stationery, although persons may use their post office box number.
- k) Gambling, including Internet gambling, is prohibited by law.

## 17. SERVICES

- a) Coin-operated washers and dryers are furnished in the residence halls.
- b) A telephone is located in each room. Long distance calls require calling cards or credit cards unless calling collect.
- c) Cable TV is provided in student lounges and available to students.
- d) Mail service is provided through the NDSCS Mail Center located in the Student Center.
- e) Wireless Internet service is provided in all residence halls.

## 18. SAFETY AND SECURITY

- a) Students are required to comply with safety and security procedures and may not tamper with locked doors, pull open locked doors or admit unauthorized people into residential or dining facilities.
- b) Residents and guests must leave the building by the designated exit whenever the fire alarm sounds. Windows and doors should be closed and lights should be left on.
  - i) Persons setting off false fire alarms, tampering with or removing fire fighting equipment or vandalizing or disrupting elevator service are subject to disciplinary action including termination of this contract and criminal action.
- c) Each resident is issued a room key and security card access. When outside doors are locked, access is limited to residents and their authorized guests. College keys are the property of the college and may not be duplicated. A student's keys or access card may not be loaned to others. Room key loss requires a cylinder change and issuance of new keys. The student will be assessed replacement costs.

## 19. STANDARD REGULATIONS AND EXPECTATIONS

- a) Students are expected to know and agree to abide by the terms and conditions of this contract and rules and regulations outlined in the *NDSCS Guide to Student Rights and Responsibilities*. Violation of these rules or other inappropriate conduct is handled through the disciplinary processes of the Departments of Residence Life and Dining Services and/or the Dean of Student Services and may result in termination of this contract. Termination of contract for conduct reasons will result in a breach of contract (see Section 14d).
- b) No student may create excessive noise, disturb or infringe on the rights of others, harass, haze, or in any way lessen the educational effectiveness of the college. This includes behavior that attempts to force a roommate to move out of the room and/or attempts to prevent a new roommate from moving into the room.
- c) The college will not tolerate verbally or physically threatening behavior toward staff members or students. Verbal or physical threats to staff members or students may result in eviction from residential and dining facilities and/or suspension or expulsion from the college.
- d) Students are responsible for checking the condition of their room upon check in. A signature on the room inventory and condition form is confirmation of the room condition at check-in. The Resident Director may make a final inspection of the room and may adjust the damage assessment as necessary. Roommates are encouraged to discuss damages with each other and take responsibility for their respective charges before check out. The last roommate to check out is responsible for the remaining unclaimed damages.
- e) Students are responsible for damages and loss to college property

resulting from negligence or misuse. When responsibility within a room or suite cannot be determined, all roommates will be jointly responsible. Willful damage of college property shall be cause for disciplinary action, which can result in loss of dining and housing privileges or dismissal from the college.

- f) After termination of this license, the Department of Residence Life can dispose of abandoned or unclaimed property held in storage for more than 30 days by way of public or private sale or can otherwise dispose of such property. The department can keep the proceeds.
- g) Students are responsible for information provided during hall/floor meetings as well as materials posted in residential facilities.
- h) All residence halls are designated as non-smoking. No smoking is allowed in any area of any building.

## 20. SEARCH AND INSPECTION

- a) The right to inspect rooms without notice is reserved by the college for purposes of maintenance, cleaning, fire and personal safety and for purposes of administering provisions of this contract. Such entry by the college shall not be regarded as a search but is separately agreed to and authorized by the student party to this contract. Entry and search of rooms by college or law enforcement officials for the purpose of discovering violations of college regulations, local, state or federal law will be subject to the college policy expressed in the *NDSCS Guide to Student Rights and Responsibilities*.

## ON CAMPUS LIVING POLICY

**ALL STUDENTS WHO HAVE TRANSFERRED IN OR COMPLETED FEWER THAN 30 COLLEGE CREDITS ARE REQUIRED TO LIVE ON CAMPUS UNLESS YOU QUALIFY FOR AND ARE GRANTED AN EXEMPTION BY THE DIRECTOR OF RESIDENCE LIFE.**

Looking for a unique living and learning environment?

## Honors Floor

Studies show that students are more successful when they live together on campus, share academic interests, and participate in social activities.

The Department of Residence Life has created an award-winning living environment dedicated to students of excellence. A GPA of 3.5 or higher qualifies you to take part in this unique living/learning environment aimed at enhancing your academic and social success.

Amenities include:

- 24-hour visitation
- Single rooms
- Quiet environment to study in
- New furniture with lofting capabilities
- Remodeled study lounge, including a flat screen HDTV
- Special activities and programs

The NDSCS Honors Floor was a 2008-09 Steeple Award winner for innovation in accomplishing NDSCS LIFE Values of Learning, Integrity, Flexibility, and Excellence.

## 21. TERMINATION OF LICENSE CONTRACT BY COLLEGE

- a) This license contract may be terminated by the college for student's violation of college and/or Department of Residence Life policies including, but not limited to, nonpayment of debt owed by the student to the college, conduct violations, or if he/she is no longer enrolled as a student or has been suspended or expelled.
- b) Student agrees to vacate his/her room by the date stated on move slip issued by the Department of Residence Life. Failure to vacate may result in the denial of access to the room.
- c) The Director of Residence Life or designee may temporarily suspend, restrict or reassign a resident from his/her room or residence hall pending an investigation and/or hearing whenever, in the Director's judgment, the continued presence of the resident in a particular room or hall constitutes a danger to the resident or the safety of persons or property in the residence halls. The Director or designee shall grant immediate review by the end of the next business day on request of any resident so suspended, reassigned or restricted.

BE A LEADER, MAKE MONEY, GET A FREE ROOM... BECOME A RESIDENT ASSISTANT!

Resident Assistants serve as peer advisors and a resource to individual residents. They also assist in the management of the halls.

Assisting the Department of Residence Life as an RA includes the following benefits:

- Great resume builder
- Free leadership training
- Earn spending money
- Organize fun events
- Meet people and make life long friendships
- Be a role model
- Get a free room
- Have fun!!

INTERESTED IN BEING AN RA?