

# 2009/10 ROCKOFF HALL AGREEMENT

Please complete online and print 2 copies. Submit one copy to Residence Life and retain one for your records. Be sure to sign the copy of the agreement that you submit to Residence Life.



Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ RUID Number: \_\_\_\_\_ Gender:  M  F

Campus P.O. Box: \_\_\_\_\_ Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

School email Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Intended Year of Graduation: \_\_\_\_\_ Registration/Lottery #: \_\_\_\_\_

School of Enrollment:  Engineering  Pharmacy  Nursing  
 Environmental & Biological Sciences  Mason Gross School of the Arts  
 Arts & Sciences

Type of Apartment Contract: 5/25/09-5/21/10 (3bd) 5/25/09-5/21/10 (2bd) 8/22/09-5/21/10 (2bd)  
Roommate Smoking Preference:  I am a smoker  I am a nonsmoker not willing to live with a smoker  
 I am nonsmoker willing to live with either a smoker or nonsmoker

## Dining Services/RU Express Agreement /Meal Plan Selection

285\* (19 meals/week)  255\* (17 meals/week)  210\* (14 meals/week)  150 (10 meals/week)  
 105 (7 meals/week) \*Students who have completed fewer than 22 credits are limited to these options.

Apartments Only  
 75 (5 meals/ week)  50 (3 meals/week)  None

Do you have any specialized dietary needs (i.e. food allergies, diet modifications) that must be considered when providing your meals?

No  Yes If yes, please explain

If you have medical documentation to necessitate specialized dietary modifications, please contact the meal card office at Dining Services to set up an appointment with our nutritionist.

## RU Express -Choose one

None  \$10  \$25  \$50  \$100  \$200  \$300  \$400  \$500  \$1,000

I hereby accept from Rutgers, The State University of New Jersey, for the two semesters of the academic year, a space assigned or to be assigned to me in a University residence; however, this agreement is subject to the availability of space at the time the agreement is received in the Residence Life Assignments Office. As a residence hall student, I agree to participate in a major meal plan selected for the 2009-2010 academic year or remainder thereof. If a University apartment or off-campus resident, I agree to participate in the meal plan selected for the 2009-2010 academic year or remainder thereof unless my meal plan is cancelled at the Meal Card Office during the first two weeks of either semester. The charge for the space assignment and the meal plan selected will be the normal price established annually by the Board of Governors. I hereby agree to abide by the Housing, Dining and RU Express Terms and Conditions minimally outlined in this Agreement on page 2-3, and in the Residents' Guidelines to Living on Campus that can be found on-line at: <http://housing.rutgers.edu/ie/resguide.html>

I designate \_\_\_\_\_ RUID \_\_\_\_\_ OR \_\_\_\_\_ Housing to select my room on my behalf.

Signature X \_\_\_\_\_ Date \_\_\_\_\_

NOTE: A "HOLD" will be placed on student records for nonpayment of any housing/dining charges. Failure to cancel your Dining Services Agreement will result in a \$50.00 fee. cademic

## **Housing Agreement Terms and Conditions**

### **Eligibility:**

At the beginning of their residency, students must be continuing matriculated, registered students of Rutgers University, and have a clear disciplinary record in their college judicial office and all offices of residence life; and must have completed 4 full semesters of college, or be 21 years of age. Students must remain matriculated and registered throughout their residency.

**Contract Cancellation:** All signed Agreements are considered final and cancellations are not permitted except for the following reasons: (i) graduation; (ii) withdrawal from the University; (iii) academic dismissal; (iv) enrolling and participating in a University approved abroad program; (v) active military induction; (vi) death of an immediate family member/guardian, or (vii) long term hospitalization of the student. If a student vacates his or her apartment without obtaining written approval of a cancellation request from the Assistant Director for Residence Life Administration, the student will remain financially responsible for the space. Cancellations will not be allowed under any circumstance after the first two weeks of the fall and spring semesters. For more information about cancelling this Agreement refer to [http://housing.rutgers.edu/pdfs/cancel\\_policy.pdf](http://housing.rutgers.edu/pdfs/cancel_policy.pdf)

### **Vacancies:**

If a student is approved for a contract cancellation, he/she must notify the remaining roommates of his/her intention to vacate the space. The remaining roommates have two business days from the date of contract cancellation to notify the College Avenue Housing Office if they have found an eligible student to fill the vacancy. Notification must be made via email to [oncampus@rci.rutgers.edu](mailto:oncampus@rci.rutgers.edu) and include the name of the student leaving and the apartment number. The new roommate must complete a Housing Agreement or Room Change Request Form within 14 calendar days. If the roommates have not found a new roommate or the new roommate has not completed the appropriate agreement within 14 days, University Housing will fill the space with a student from the waiting list.

### **Sublets:**

Sublets are not permitted.

### **Vacancies from Student Leaving the University:**

If a student leaves the University the remaining roommates are encouraged to fill the vacancy with a compatible eligible person. To do so, they must contact the Housing office in writing within 48 hours of the space becoming vacant, stating their intention to fill or buy the space. University Housing will fill vacancies not filled or bought, within 14 calendar days of the cancellation of the contract for the space, with a student from the waiting list.

### **Signbacks/Contract Renewal:**

All students who currently reside in Rockoff Hall may sign back into the same apartment, even if the apartment was signed back last year. Only full groups of three (for 3-bedroom apartments) or four (for 2-bedroom apartments can sign back.) If current roommates will not be signing back, the remaining roommates must find eligible replacements to make up a full group.

### **Room Changes:**

All students in one apartment must have either a 12-month contract or an academic year contract. Students who have signed contracts for 12 months cannot change their room and live in an academic year apartment. They can only change apartments if they are moving into another apartment where the roommates have signed 12-month contracts. However, students with contracts for the academic year can move into apartments where the roommates have signed 12-month contracts as long as the student agrees to, at that point, sign a 12-month contract.

### **Guest Policy:**

Overnight guests are only allowed with the expressed permission of the roommates. A resident may not permit a visitor to use their apartment for any period of time if the visit becomes, through duration or frequency, a de facto subcontracting of a space to an unauthorized person. Illegal residents will be removed from the building. Residents are advised that they are responsible for the behavior of their guests.

### **Personal Property:**

The University and/or Management Company are not responsible or liable for losses or damage of any sort to a resident's personal property. **We strongly recommend that you acquire Renter's Insurance to cover your valuables and belongings.** *Without Renter's Insurance, you will not be compensated for any loss or damage to your personal property.*

### **Damage Regulations:**

You are responsible for all damages to the apartment or its furnishings, beyond the scope of normal usage, caused by you or your guests. All residents of a given unit will be held equally responsible and liable for any damage if individual responsibility cannot be determined. Financial responsibility will include the full cost of repair, restoration to "move-in condition" or replacement. Residents deemed responsible for damage may be subject to University discipline, fines or loss of housing. Alterations to the physical property (i.e., painting of walls and ceilings, structural or electrical modifications, etc.) are **strictly prohibited**.

### **Moving in/out:**

You must complete and return the Apartment Condition and Inventory Form within one week of occupancy. Be sure to make note of any missing items or deficiencies of condition. Your room and apartment must be left in "move-in" condition to avoid cleaning or repair charges upon move-out. Move-out will not be considered complete until you have filed the proper paperwork and returned possession of all keys to the Management Company. You will continue to face room charges until your move-out has been properly completed. In consideration of other residents, move-in and move-out of heavy items (items that cannot be hand carried) is restricted to between the hours of 8:00 am to 8:00 pm.

Each student understands and agrees that the locks to the student's apartment will be changed the day after the contract expiration date and you will not be able to access the apartment thereafter. All of the student's possessions will be removed from the apartment at the same time and stored, at the student's expense, at another location. If the student's possessions are not claimed within 30 days after the contract expiration date, possessions will be disposed.

### **Access to Property:**

Management officials have the right to enter your apartment. This right includes, but is not limited to, providing custodial, maintenance and repair services; and inspecting for fire and safety violations, damages and cleanliness. Reasonable effort will be made to notify you at least 24 hours before inspections for damage and cleanliness. Inspections for fire and safety violations are made without notice.

### **Prohibited Items:**

The following items are fire or safety hazards and are **prohibited** in and around residence facilities:

Gasoline powered items, i.e. motorcycles, mopeds or components; gasoline, benzene, alcohol or other flammable liquids; firearms and other weapons, chemicals, fireworks, and explosives; space heaters and open flame devices; electrical wiring that is homemade or otherwise modified or transformed; electrical extension cords over six feet long or a multiple plug into which more than two cords are attached; unauthorized lofts, liquid-filled beds or any other structures; cooking appliances such as electric skillets, immersion coils, microwaves (other than those furnished with the apartments), toaster ovens, rice cookers, hot plates, unapproved hot pots, etc.; posters, fishnets, or flags on the ceiling; light dimmers, ceiling fans, or any other device that replaces, adds to, or interferes with any building apparatus; combustible lamp shades and halogen lamps; torchiere lamps with halogen bulbs; use of cinder blocks; open flames, candles (including decorative candles), and incense. Satellite dishes are also not allowed.

### **Violations of Prohibited Items:**

Cited violations will result in fines and disciplinary action including removal from residence.

### **Pets:**

No pets or laboratory animals of any kind are allowed in the apartments at any time.

### **Alcohol:**

The serving or consumption of alcoholic beverages must be in full compliance with local, state and federal laws and regulations and must follow Apartment Board regulations.

### **Smoking:**

Smoking is prohibited in all areas of the apartment building.

**Weight lifting:** is not permitted in student apartments.

**Infectious Disease Policy:**

If a resident is identified as having potentially contracted a contagious disease, which may adversely affect roommates, the resident shall agree to submit to a medical evaluation at the Rutgers Student Health Service. If it is medically determined that the occupants of the apartment are at risk of an infection, the contagious/infected resident shall be required to leave the residence until s/he can present evidence from a physician that s/he is no longer contagious. Failure to submit to the required medical examination or leave the residence shall be cause to deny housing privileges. The decision of the Rutgers Student Health Center in regard to contagion shall be final.

**Immunization Requirements:**

Students who live in this building are subject to the same immunization requirements as are those who live in all University housing.

**Payments:**

Apartment charges are payable in the same manner as tuition and other fees. A "hold" will be placed on a student's record for non-payment of fees and the student will be removed from residence.

**STUDENTS WHO VIOLATE THE PROVISIONS OF THIS AGREEMENT, OR ARE FOUND RESPONSIBLE FOR VIOLATING THE UNIVERSITY CODE OF STUDENT CONDUCT OR APARTMENT BOARD REGULATIONS, ARE SUBJECT TO UNIVERSITY DISCIPLINARY ACTION, MONETARY ASSESSMENTS, AS WELL AS THE LOSS OF THEIR RIGHT TO LIVE IN ROCKOFF HALL APARTMENTS.**

**Rutgers University reserves the rights to reassign, suspend, or terminate a residence agreement when appropriate staff members or committees recommend such action. When a vacancy occurs, a resident may not discourage another student from accepting the assignment of such a vacancy through harassment, abuse, noise or similar reasons or the resident may face reassignment or removal from housing.**