

## **What you need to know about your Housing Contract**

1. There is a \$25 application fee that is non-refundable.
2. There is a \$300 housing deposit that guarantees your room for the entire academic year and is applied to your spring semester housing fee if you are still living in the residence hall.
3. Exchange students are exempt from the application and deposit fees.
4. Your contract is for the entire academic year (fall and spring semesters/August-May). If you decide to move out of your room during fall semester or before you pay the spring semester housing fee, you will NOT be refunded your deposit.
5. If you decide to move off campus during the year, you may cancel the contract by paying 30% of remaining residence hall fees. For example, if you decide to move to an off-campus apartment in the fall semester after you have already paid the fall semester housing fee, you will be charged 30% of the spring semester housing fee AND the \$300 application deposit will NOT be refunded to you.
6. You may request a release from your housing contract with refund and no penalty if you are graduating, suffering from an illness or injury which requires withdrawal from the university, or participating in a VSU off-campus program (e.g. cooperative education, internship, exchange).
7. If you are an exchange student here for fall semester only, you will be allowed to leave the residence hall at the end of fall semester without penalty; you will not be charged a fee for breaking the contract. If you decide to extend your stay through the spring semester, you must remain in the residence hall until the end of the academic year. If you move off campus for spring semester, you will break the contract and a charge of \$300 plus 30% of the spring semester housing fee will appear on your student account.
8. If you are not assigned a roommate, you will be given a form on which you may request to keep the room private and not be assigned a roommate for the remainder of the year. If you put a check or an 'X' next to the request for a private room and sign the form, a charge of \$400 will appear on your student account. Summer term is a separate contract period and an additional contract must be completed to obtain housing for the summer.
9. If you do not turn in your room key when you check out, a charge of \$25 will appear on your student account.
10. If you do not go through proper checkout procedures and participate in a final inspection of the room before you leave, a charge of \$25 will appear on your account.

### **What happens when you owe money to the university**

When a charge is placed on your student account during the academic year, a “hold” will be placed on your record in the university’s computer. With this “hold” on your record, you will neither be able to graduate, register for classes, nor obtain an official transcript of your academic record. The “hold” is removed when all fees are paid. If you do not pay your debt within 60 days, your case will be given to a collection agency, which will contact you directly seeking payment. After six months, the non-payment of debt will appear on your credit report and will remain there for seven years.

I have read and understand the above rules concerning the housing contract at Valdosta State University.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date