I. ELIGIBILITY

Occupancy of VSU housing facilities is contingent upon the exhibition of behavior which is compatible with maintenance of order and propriety. Additionally, the following specific requirements must be met:

A. VSU cannot make a housing assignment until the resident has been officially accepted by VSU. Full-time VSU students are given priority with housing.

B. The resident must be a VSU student enrolled for at least six credit hours a semester. Note that the six credit hours must be located physically at the VSU main or North campus, not in a satellite location or online. Special circumstances may be considered. Dual enrolled high school students are not eligible for housing. Students that drop below six hours at any time during the academic year cannot continue in campus housing and must reapply.

1. Students receiving permission to live on campus with a completely on-line schedule are still required to pay all mandatory University fees.

Students participating in the VSU Entry Program through South Georgia State College are also eligible to live on-campus in the designated program building. SGSC students must adhere to the same contract and policies as VSU Students.

C. First year students are required to live on-campus unless they apply for and are granted an exemption from the Freshman Residence Requirement. The freshman residency exemption form can be completed and submitted online via the Housing website.

D. Occupancy is specifically limited to those persons who have signed this housing contract with VSU, and violations of this regulation will result in immediate termination of this agreement by VSU.

E. The space may be occupied only by the contracting residents. No transfer, assignment or subletting of the license granted by this Contract is permitted. Rooms shall not be occupied by any third party or more residents than the room is designed to accommodate.

F. VSU agrees to furnish to the resident housing space in accordance with the terms of this Contract. The parties to this Contract do not intend that an estate, tenancy or other interest in property should be transferred from VSU to resident, nor is it intended that a usufruct be granted to resident. Instead it is the intention of the parties that the relationship between VSU and resident be one of licensor and licensee and that the sole right of resident to use his/her assigned housing space as a living unit shall be based upon the license granted in this Contract.

II. PERIOD OF CONTRACT

A. VSU residents in its residence halls on an annual basis, the contract is for the full academic year (Fall and Spring semesters) or remaining portion of the academic year, continuing through 24 hours after completion of the regular scheduled final exam for non-graduating students and 24 hours after the start of Commencement for graduating students. If this contract is terminated before the end of the contract period, the student must vacate the assigned room no later than 24 hours after the student is notified of the termination. Termination may be adjusted at the discretion of University Housing. The resident and/or his/her parent or legal guardian agrees that unless the housing contract application, contract fee and deposit have been accepted by VSU, the student may not occupy a VSU residence halls and will pay all residence hall fees during the period of the contract. Residents who withdraw from VSU before completion of the academic year may be released from the contract, subject to the terms below, by submitting the Release of Contract via the housing website. First time, third year residents must complete the Freshmen Residence Exemption Form and must be approved prior to the release of Contract form.

1. The Apartment Lease for Continental Hall covers 52 weeks, consisting of Fall, Spring, and Summer semesters. The License ends 24 hours after the start of the commencement ceremony for those graduating.

2. Students not enrolled in Summer classes are still held responsible for the Summer portion of this 50-week contract.

B. A space will be held for a resident upon the receipt of a completed application, contract, $100 nonrefundable application fee and $150 deposit. Note that the $100 is not applicable to the payment of room changes, but is a service fee. The application fee is not transferable to another resident. Continuing residents are not required to pay a new application fee each time they reapply for campus housing. Responsibility to show proof of payment of the application fee rests with the resident.

C. A deposit of $150 is due at the time of application. The deposit will be held to cover the costs for the contract year if space is still available. If the Office of Housing and Residence Life is unable to make an on-campus housing assignment, then the $150 deposit will be refunded to the resident's account.

D. As long as a resident does not break the housing contract, the initial deposit shall be applied to all subsequently executed contracts with such time as the resident leaves housing. If the resident graduates or withdraws from VSU and notifies Housing by the deadline (see IV.C), the $150 minus any damage expenses, will be refunded if no other financial obligations to VSU exist.

E. Residents contracting for housing prior to the first day of the term will be held responsible for payment for the entire term regardless of when they check in.

F. Summer term is a separate contract period, for students not in Continental Hall. Residents dealing housing during the Summer term must complete an additional contract.

III. ASSIGNMENT OF SPACE

A. Residents should note that residence hall space is reserved on a first-come first-served basis. The date on which the application is completed and all the fees are paid is the Office of Housing and Residence Life will establish priority for room assignment.

B. VSU will assign accommodations according to resident preference(s) with regard to race, gender, sexual orientation, or national origin, religion, age, disability status, or status as a disabled veteran.

C. VSU does not guarantee an assignment in a specific building or with a specific roommate. Roommate requests that are properly submitted by April 30th will be honored to the best of our ability, dependent on availability.

D. Roommate requests are granted when space is available and the request is mutual. Roommate requests must be submitted in writing via the online application by April 30th.

E. VSU reserves the right to assign or reallocate space with at least 24 hours’ notice for the benefit of an individual resident, living unit, or to accommodate changes in occupancy patterns.

F. Residents who request and are assigned to live in a special programs building agree to abide by any additional policies necessary to maintain the desired environment. If the resident fails to abide by the special programs agreement, they may be removed from the building and assigned to another room on campus. Prior to being given the special program over roommate and hall preferences.

G. If the room is occupied in an accessible room and the student is not a student with a disability in need of the accessibility features of the room, the student agrees to transfer to a non-accessible room if the accessible unit is needed for a student with a disability.

H. VSU reserves the right to assign to a student any available room and the student understands and agrees that he/she shall not be entitled to another assignment different from that offered by VSU.

IV. HOUSING ACCOMMODATIONS DUE TO DISABILITIES

If requesting housing accommodations due to a disability (including medical conditions), the request needs to be reviewed and approved by VSU Access Office for students with disabilities. To allow sufficient time for review, supporting documentation must be received a minimum of two months prior to the anticipated occupancy. In the event that the request is approved, the Access Office will notify Housing of the reasonable accommodation(s) necessary. Please note that the Access Office is the only office that can notify Housing of the reasonable accommodation(s) necessary and is unable to recommend a specific residence hall or room.

V. BOARD (Meal Plan)

All residents are required to sign up for one of the designated board (meal) plans. Food service is provided to the individual resident who will be required to show appropriate identification before receiving each meal. Food service privileges are nontransferable in part or in whole. Residents are required to sign up to receive the board plan contract. Food service privileges are nontransferable. An individual resident is not allowed to cook in designated kitchen areas and only when utilizing Office of Housing and Residence Life approved appliances.

VI. BREAK PERIODS

A. The residence halls (except Confederate and Continental) are closed during Thanksgiving, Winter, and Spring breaks. During periods when the halls are closed, residents are not permitted in their rooms and must find alternate housing. Unless an exception is granted by Housing and Residence Life. Residents do not need to move their belongings out for these periods. In addition, VSU cannot supply storage for residents’ personal belongings between Spring and Summer or Summer and Full Semesters.

B. During the breaks between semesters, housing and food services are not provided as a part of this contract.

C. Students receiving an exception to stay will have to pay a $50/day fee per person at the student account on the conclusion of the break.

VI. LIABILITY FOR DAMAGE

A. The resident is responsible for the condition of the room and furnishings which are assigned to his/her. The resident is responsible for any or all remaining parts thereof, unless otherwise stated, exempting Acts of God, Strike, Natural Disasters and/or occurrences not under the control of VSU. Now therefore, in consideration of the rents and covenants contained herein, VSU and resident agree as follows:

**CONTRACT COMMITMENT: No term or condition of this VSU Housing Contract can be waived and no statement made by VSU or its agents are considered a waiver of any term or condition of the Contract, whether expressed or implied.
B. The student is responsible for maintaining the cleanliness of his/her assigned space and shall reimburse the University for all cleaning costs in excess of normal cleaning costs if requested by the University’s office of housing and residence life. The student shall be liable for all increased cleaning costs and is expected to repair any repair needs to University housing. The student shall be liable for all increased cleaning costs and is expected to repair any repair needs to University housing. The student shall be liable for any increased cleaning costs and is expected to repair any repair needs to University housing. The student shall be liable for any increased cleaning costs and is expected to repair any repair needs to University housing.

C. In accordance with the schedule outlined below, a student may choose to cancel this agreement and receive a refund of $75 for the housing deposit. The student must notify the Office of Housing and Residence Life in writing of his/her intent to vacate by the end of the semester in which the student wishes to vacate. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.

D. If a request for cancellation is received more than 15 days but less than 30 days prior to the date of occupancy, a student may cancel their contract and receive a refund of $75 for the housing deposit. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.

E. If an application is not sent in a timely manner, the resident will not be eligible for a refund of any portion of the housing bill or their deposit. If a request for cancellation is received more than 30 days prior to the date of occupancy, a student may cancel their contract and receive a refund of $75 for the housing deposit. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.

F. VSU will not be responsible for damage to or loss of any personal property not removed within 48 hours after a student’s withdrawal, separations from the university, or after the residence halls close for the spring semester. In cases of an emergency, the student will be responsible for damage to their room or in the residence hall without written permission from the Division of Student Affairs. The student agrees to evacuate the building during a fire alarm, including but not limited to scheduled fire drills. Fire drills will be held twice per semester in conjunction with VSU Environmental and Occupational Safety.

G. Any refunds will be calculated based on the date the resident properly checks-out of the room with VSU staff.

XII. TERMINATION BY VSU

A. VSU reserves the right to terminate this contract, serve the resident with written notice to vacate immediately the premises, and take possession of the space at any time for violation of the contract, residence hall policies and procedures, violation of VSU Code of Ethics and Conduct, noncompliance with rules and regulations of federal, state, and local agencies, VSU policies, for reasons of health or safety, for the purpose of renovation, for false statements or misrepresentation made by the resident in connection with this contract for violations of the resident exhibits behavior which is incompatible with the maintenance of order and discipline in the residence hall.

B. If an application is not sent in a timely manner, the resident will not be eligible for a refund of any portion of the housing bill or their deposit. If a request for cancellation is received more than 30 days prior to the date of occupancy, a student may cancel their contract and receive a refund of $75 for the housing deposit. The student must notify the Office of Housing and Residence Life in writing of his/her intent to vacate by the end of the semester in which the student wishes to vacate. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.

C. A resident who fails to vacate the room and remains a subject of the deposit and is responsible for the full amount of room and board fees.

XIII. TERMINATION BY RESIDENT

A. First year students must apply for and be granted an exemption from the Freshman Residency Program in order to be eligible for a refund of $75 for the housing deposit.

B. Should a resident desire to be released from the contract for any reason other than listed below, the resident must notify the Office of Housing and Residence Life in writing of his/her intent to vacate. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.

C. In accordance with the schedule outlined below, a student may choose to cancel this agreement and receive a refund of $75 for the housing deposit. The refund schedule is 0 days prior to the date of occupancy, no portion of the deposit will be refunded.

1. For Fall/Spring Semester:
   a. If a request for cancellation is received more than 30 days prior to the date of occupancy, no portion of the deposit will be refunded. The $100 housing application fee is not refundable.
   b. Should a resident desire to be released from the contract for any reason other than listed below, the resident must notify the Office of Housing and Residence Life in writing of his/her intent to vacate. The Office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.
   c. In accordance with the schedule outlined below, a student may choose to cancel this agreement and receive a refund of $75 for the housing deposit. The office of Housing and Residence Life will determine the amount of any unused charges for cleaning, loss or damage and shall notify the student of any such charges.
   d. If a request for cancellation is received more than 15 days but less than 30 days prior to the date of occupancy, a student may cancel their contract and receive a refund of $75 for the housing deposit.

2. If a request for cancellation is received less than 15 days prior to the date of occupancy, no portion of the deposit will be refunded.

3. If a resident withdraws (VSU) this contract may be cancelled. This contract may be cancelled by the resident in the event of marriage, birth of a child, military deployment, official withdrawal from VSU and other reasons determined in the sole discretion of VSU to satisfy termination of the contract. If the resident cancels the contract, the student agrees to evacuate the building during a fire alarm, including but not limited to scheduled fire drills. Fire drills will be held twice per semester in conjunction with VSU Environmental and Occupational Safety.

B. Residents are responsible for the condition of their room and must pay for any damages to the University property in common areas of the residence hall/unit/suite including, but not limited to, balconies, hallways, lounges and laundry rooms. The University, at its sole discretion, shall determine the amount of any University property in common areas of the residence hall/unit/suite including, but not limited to, balconies, hallways, lounges and laundry rooms. The University, at its sole discretion, shall determine the amount of any University property in common areas of the residence hall/unit/suite including, but not limited to, balconies, hallways, lounges and laundry rooms. The University, at its sole discretion, shall determine the amount of any University property in common areas of the residence hall/unit/suite including, but not limited to, balconies, hallways, lounges and laundry rooms.