

# CAMPUS HOUSING AGREEMENT

## 2010-11

Name (Please Print) \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address (City/State/Zip) \_\_\_\_\_

Gender:  Male  Female Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Birth Date \_\_\_\_\_ Major Field of Study \_\_\_\_\_

Name of Parent(s) or Guardian(s) \_\_\_\_\_

Class Year as of Fall Semester:  1st Year  2nd Year  3rd Year  4th Year  5th Year

This "Campus Housing Agreement" is a formal understanding entered into by the student and Centenary College of Louisiana. The agreement is binding for the entire Fall 2010 and Spring 2011 semesters unless the student graduates or withdraws from Centenary College of Louisiana. A student who meets all residency exceptions wishing to leave campus housing and move home (with their immediate family) must petition, in writing, for a release from their Campus Housing Agreement for the Spring Semester by December 1, 2010, to the Office of Residence Life.

I hereby acknowledge that I have read the "Campus Housing Agreement Terms and Conditions" which are listed on the backside of this form. Furthermore, I hereby agree to be legally bound to the "Campus Housing Agreement Terms and Conditions" as stated.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Director of Residential Life \_\_\_\_\_ Date \_\_\_\_\_

### FOR STUDENTS UNDER THE AGE OF 18 as of September 1, 2010

The undersigned parent/guardian of the named student does hereby guarantee that the student will fully perform and abide by the "Campus Housing Agreement Terms and Conditions" (see reverse side of this form) and hereby indemnifies and agrees to hold harmless Centenary College of Louisiana against any loss, claims, obligations, liabilities, costs, expenses, and reasonable attorney's fees arising from the student's failure to perform or abide by such agreement.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

The Campus Housing Agreement Terms and Conditions are listed on the reverse side of this form.

**Centenary**  
COLLEGE OF LOUISIANA

*Office of Residence Life and Housing*  
2911 Centenary Boulevard • Shreveport, Louisiana 71104  
318.869.5110 • 318.869.5726 fax  
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# CENTENARY COLLEGE CAMPUS HOUSING AGREEMENT TERMS & CONDITIONS

## **Centenary College of Louisiana does hereby agree:**

1. To provide to the student a room in a Centenary College operated residence hall/house.
2. To provide a standard meal plan to the student in the Centenary College dining hall. Sodexo will make every effort to address special diet concerns; however, there are no allowances or refunds for special diets/considerations that cannot be accommodated.
3. That this agreement does not include room/board accommodations during vacations/recess periods listed in the Centenary College Catalog.
4. Not to discriminate in room/hall selection/assignment on any basis. A reasonable attempt will be made to meet the student's housing preference; however, a failure to honor a preference will not void this agreement.

## **The Student does hereby agree:**

1. To make payment for these accommodations to Centenary College in accord with the published payment schedules.
2. That continued compliance with Centenary College policies, procedures, guidelines and standards is a condition of this agreement. Centenary College policies are printed online and in residential life publications. A violation of this condition, or any section of this agreement, is subject to disciplinary action and will also allow Centenary College to terminate this agreement at its sole option. An election by Centenary College not to exercise this option does not waive the exercise of this option in the event of continuing/subsequent violations.
3. To utilize the assigned room only as a personal living area and that no commercial or unlawful operations shall be carried on therein.
4. To adhere to the published opening and closing dates. At the end of each semester, the student agrees to vacate the halls within 24 hours of their last exam or before the designated closing date/time.
5. At the termination/completion of this agreement, the assigned room will be left in the same condition, with the same furnishings, provided at the time of arrival to the room and hall.
6. To be responsible for damage beyond normal wear to the student's room/unit and for any other on-campus damage caused by the student. If damage occurs in the room for which the responsible individual(s) cannot be identified, all residents of the room shall share equally in the financial responsibility for the damage.
7. That all personal belongings left by the student at the completion of his/her residency under terms of this housing agreement will be disposed of by Centenary College with the student charged \$100.00 for additional maintenance service.

## **Moreover, it is mutually agreed upon:**

1. This agreement constitutes a formal, legal understanding and not a tenant lease.
2. That Centenary College has no responsibility for the theft, loss, or destruction of property belonging to, or in the custody of the student. Each student is advised to carry his or her own property insurance.
3. That Centenary College reserves the right to inspect rooms and regulate the use of the premises according to Centenary College policy. Additionally, Centenary College reserves the right to enter room/units for making routine repairs during the normal workday and in emergency or policy violation situations.
4. That execution and performance of this agreement by Centenary College is conditional upon the student fulfilling the admissions, registration, and academic requirements of Centenary College.
5. This Campus Housing Agreement is signed and binding for the entire academic year. Any release from this agreement is permitted only under the conditions of academic withdrawal, dismissal, verified medical reasons or other extreme extenuating circumstances, and only with the written approval of the Director of Residence Life. Any request for release must be submitted in writing to the Director of Residence Life and will be evaluated on a case-by-case basis in Centenary College's sole discretion. Any refunds will be in accordance with the refund policy set forth in the Centenary College catalog.
6. That room & board charges WILL NOT BE REFUNDED: 1. if the student changes place of residence to non-Centenary College operated housing; 2. if the student is evicted from the residence halls for disciplinary reasons.
7. That the residence hall/house accommodations are available only to full-time (pursuing at least 12 credits per semester) students enrolled at Centenary College. Exceptions must petition the Director of Residence Life in advance.
8. That Centenary College reserves the right to assess a fee (150 percent of regular room rate) per semester surcharge to a student residing in a single room, should the student be offered this option or same result from students' inability to secure a roommate.
9. That Centenary College reserves the right to assign/reassign rooms for the benefit of the community as determined by Centenary College. In order to use Centenary College housing space effectively, Centenary College reserves the right to reassign individuals to consolidate space. The Director of Residence Life will reassign the -student if the student has not located a roommate within 10 days of notification by the Office of Residence Life.
10. That Centenary College has the right to make changes to its Room & Board charges and or housing fees, as determined by the Centenary College Board of Trustees.
11. That the occupants of each hall/area will be held financially accountable, as a group, for damages beyond normal wear to the building common areas and its furnishings in the event responsible individual(s) have not been identified as having caused the damage.
12. To ensure the security of the residence hall lock/key system the student agrees to maintain all issued keys in her/his possession at all times; not duplicate Centenary College issued keys; and shall return all issued keys upon checkout.
13. If any provision of this agreement is determined invalid or unenforceable, it will not affect the validity or enforcement of the remaining provisions herein.
14. That this agreement is made and is to be construed in accord with the laws of the State of Louisiana.

# CENTENARY MEAL PLAN 2010-11

Name (Please Print) \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address (City/State/Zip) \_\_\_\_\_

Gender:  Male  Female Home Phone (      ) \_\_\_\_\_ Cell Phone (      ) \_\_\_\_\_

Birth Date \_\_\_\_\_ Major Field of Study \_\_\_\_\_

Name of Parent(s) or Guardian(s) \_\_\_\_\_

Class Year as of Fall Semester:  1st Year  2nd Year  3rd Year  4th Year  5th Year

## Please choose one of the following Meal Plan Options

### 17 MEALS/WEEK + \$150 FLEX DOLLARS

This meal plan provides 17 meals with the added convenience of Flex Dollars, which can be used in the dining room or at Randle's Place. With this plan you have the entire semester to use your meals. You may use up to three meals per day Monday–Friday and two meals on the weekend. The Flex Dollars can be used in the Randle's Place anytime it is open or to purchase a meal in the dining room. With enough meals to ensure you don't go hungry and Flex Dollars to take care of the between meal munchies—this meal plan has it all!!!

### 12 MEALS/WEEK + \$250 FLEX DOLLARS

Fewer meals and more Flex Dollars than the 17 meal plan; this option provides flexibility and value. If you have a job or other obligations that prevent you from enjoying the dining room to the fullest extent, this plan is a great option. This meal plan basically gives two meals Monday–Friday.

### 7 MEALS/WEEK + \$200 FLEX DOLLARS

This meal plan provides 7 meals per week in the dining room. It's great if you have a busy schedule. This plan is only available to juniors and seniors.

**Flex Dollars** can be used in Randle's Place anytime it is open or to purchase a meal in the dining room. Extra Flex Dollars can be purchased in \$25 increments any time during the academic year in the Food Service Office. Flex Dollars can be added to any meal plan.

**Lose your Meal Card?** If you lose your card you can get it replaced through the DPS for \$10. Remember, without a meal card you have to pay cash for your meal.

**Seconds Anyone?** Our unlimited seconds policy allows for one entrée per service, but you can return as often as you like. We emphasize that the feeding of friends or guests is not allowed without the purchase of a meal ticket.

**Something Special?** Need special meals or have a restricted diet? Simply call the Food Service office and inform them of your special need. We will be more than happy to comply with a written doctor's request. However, additional foods or special food cost will be the responsibility of the students.

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# ROOMMATE MATCHING 2010-11

Name (Please Print) \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address (City/State/Zip) \_\_\_\_\_

Gender  Male  Female Nickname \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_ Major Field of Study \_\_\_\_\_

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**SPECIFIC ROOMMATE** Roommate requests may only be considered if both students have completed the housing process by August 1. Roommates are then placed together only if both parties mutually request each other and as space permits.

I would like to request a specific roommate. Name \_\_\_\_\_

Residence Hall Preferences: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

*To assist us in assigning you to a room and roommate(s), it is important that you respond to the following questions completely and honestly:*

**SINGLE ROOMS** Super/Single rooms house one student in a room designed for two students. These rooms are assigned on a space available basis and are occupied by upper-class students. First year students do not qualify for single rooms. There is an additional cost per semester for Super/Single (\$1,700) rooms. • I would like to request a Single Room  Yes  No • If unavailable, add to waiting list?  Yes  No

**MUSIC** The kind of music I listen to is: (check all the apply)  Hard Rock  Jazz  Country  Soft Rock  Rap  
 Progressive  Pop  Alternative  Reggae  Other (specify) \_\_\_\_\_

It is important to me to live with someone who likes the same type of music as myself  Yes  No

**SLEEPING** • I like to get up early, before 8am  Yes  No • I like to go to sleep before 11pm  Yes  No  
• I need it totally dark to sleep  Yes  No • I sleep with music/TV on  Yes  No

**SMOKING** The Residence Halls at Centenary College are smoke-free. If you choose to smoke you must go outside the building to do so.  
• I smoke  Yes  No • I want to be placed with a non-smoking roommate  Yes  No

**STUDYING** • I like to study early in the evening, before 10pm  Yes  No • I can study with music playing/TV on  Yes  No

**EXTRA-CURRICULAR ACTIVITIES** in which you have participated (leadership roles, recreational league sports, community band, service organizations and special projects, etc.) \_\_\_\_\_

**LIVING LEARNING COMMUNITY** - Are you interested in living in a French Living Learning Community in which French is mostly spoken? You must have taken a minimum of 14 hours of French courses or are fluent in the language.  Yes  No

**LIST MEDICAL CONCERNS** that the Residential Life staff should be aware of \_\_\_\_\_

**FOR OFFICE USE ONLY**

Room Assignment \_\_\_\_\_ Room # \_\_\_\_\_ Hall \_\_\_\_\_  
Date Received \_\_\_\_\_ Date Process Completed \_\_\_\_\_ Contract Signed \_\_\_\_\_

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