



Dear Spartan,

You are about to complete a contract for on-campus housing at Michigan State University. This contract is a legally binding agreement between you and Residence Education and Housing Services of Michigan State University. This contract entitles you to an on-campus housing assignment. Terms and Conditions of your housing contract can be found online in the On-Campus Housing Handbook and are incorporated into your housing contract by reference. You can access, download or print the handbook by visiting [www.liveon.msu.edu](http://www.liveon.msu.edu) and selecting Document Library, then On-Campus Housing Handbook: Terms and Conditions.

Some general provisions of your housing contract include, but are not limited to, the following:

**Payment:** Payment for this contract will be made to Michigan State University. By signing this housing contract, you agree to be billed for each semester of the academic year separately through Student Billing. MSU's housing rates are subject to change by the Board of Trustees, but you will be provided notice of any rate change before it is implemented.

**Duration of the Contract:** This housing contract is binding upon you, or upon your parent or guardian if you are under 18 years of age, for the entire academic year.

**Contract Cancellation:** You may cancel your housing contract for any reason and without paying a fee within 14 days of the date you sign the contract if you have not moved into the residence hall or apartment community.

**Contract Buyout:** If more than 14 days have passed since you signed your housing contract or if you have moved into your residence hall or apartment, you may obtain relief from the obligations of your housing contract upon payment of 60 percent of the remaining room and board fees for the remaining portion of the contract term. You should notify the Housing Assignment Office in writing of your intent to exercise the buyout, but you will continue to be responsible for the full amount of the room and board charges until you have properly checked out of your residence hall or apartment community. The buyout option is not available the last two weeks of the spring semester.

**Contract Release:** If you cannot comply with the terms of the housing contract due to significant changes in circumstances beyond your control, you may apply for a contract release by completing the application. You can access, download and print the application by visiting [www.liveon.msu.edu](http://www.liveon.msu.edu) and selecting Document Library, then Residence Hall/Apartment Contract/Lease Release Application. Applying for a contract release will not automatically result in the termination of your housing contract.

**Contract Termination:** The university may terminate your housing contract if you do not complete enrollment or registration, if you withdraw from all classes, graduate, or do not re-enroll, or for violation of the terms of your housing contract.

Check this box to indicate that you have read and understand the above information.

# MICHIGAN STATE UNIVERSITY

## 2016 – 2017 STUDENT HOUSING CONTRACT

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Student Information:  New Student  Returning Student

Office Use Only

Resident RMS # \_\_\_\_\_

Roommate RMS # \_\_\_\_\_

Student Number: A \_\_\_\_\_

Name: LAST \_\_\_\_\_ FIRST \_\_\_\_\_ M.I. \_\_\_\_\_

Street Address \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country (if not USA) \_\_\_\_\_ MSU Net ID \_\_\_\_\_

Semester I will start:

Fall\*  Spring

\*If you begin living on campus in the fall semester, this Housing Contract is for the full academic year (fall and spring semesters).

### ROOM ASSIGNMENTS

The University reserves the right to place limits on the number of residents in a housing unit based on occupancy. Residence Education and Housing Services will assign rooms based on space availability.

**DINING PLAN: Required\*\*** See the *On-Campus Housing Handbook* for dining plan terms and conditions.

\*\*A dining plan is required, except for those residing in Van Hoosen Hall, Williams Hall, University Village Apartments, and some apartments within other residence halls designated by Residence Education and Housing Services. You must select a dining plan during preference selection online. If your Housing Contract is for an undergraduate hall and you do not choose a required dining plan, DineOn Silver will be selected for you. Limited dining hours and locations are available during the summer. Visit [eatatstate.com](http://eatatstate.com) for dining hall information and a description of the available dining plans.

### STUDENT HOUSING CONTRACT WITH MICHIGAN STATE UNIVERSITY

#### GENERAL ON-CAMPUS HOUSING POLICIES

##### Student Housing Policy

Michigan State University, in its housing system, seeks to provide an educational environment that is maximally conducive to the learning process of students. Consistent with this philosophy, a variety of living options are made available through university housing. The university has requirements for on-campus residence to promote an optimal learning environment for students. Any undergraduate student enrolled in seven or more credits at Michigan State University for a semester, summer semester excluded, is subject to the university's housing regulations. Compliance with the University's on-campus housing requirement is a condition of enrollment.

##### On-Campus Housing Requirement

Students, except as otherwise provided in this section, who have earned less than 28 academic credit hours must live in on-campus housing as a condition of enrollment. Students are exempt from the on-campus housing requirement if they meet one of the following criteria:

1. Married.
2. 20 years or older by the first day of classes at the University.
3. U.S. armed services veteran with at least one year of active service.
4. Living with parent(s) or legal guardian(s).
5. Taking six or fewer credits during a semester.

Failure to adhere to the on-campus housing requirement may result in termination of enrollment.

# MICHIGAN STATE UNIVERSITY

## 2016 – 2017 STUDENT HOUSING CONTRACT

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### STUDENT HOUSING CONTRACT WITH MICHIGAN STATE UNIVERSITY (CONTINUED)

#### Exceptions to On-Campus Housing Requirement

Any student seeking an exception to the on-campus housing requirement must apply for the exception prior to moving into university housing. The procedures for an exception can be obtained by contacting the Department of Student Life, Student Services Building, 556 E. Circle Drive, Room 101, East Lansing, MI, 48825, at 517-355-8286 or visiting [studentlife.msu.edu](http://studentlife.msu.edu).

#### Non-discrimination

Residence Education and Housing Services of Michigan State University does not discriminate in room or hall assignments on the basis of race, color, age, gender, gender identity, disability, height, marital status, national origin, political persuasion, religion, sexual orientation, veteran status or weight.

#### Eligibility

Only students who are currently enrolled in a degree-granting program at Michigan State University and who have received official housing assignments may live in a residence hall or university apartment. Failure to maintain the required enrollment for any reason will result in termination of this housing contract. Any resident who disenrolls from Michigan State University must vacate immediately and will be responsible for accrued housing and dining plan charges.

When a student under the age of 18 applies for on-campus housing, a parent/legal guardian must sign the contract. Parents of students who are under the age of 17 are advised to meet with the Residence Education and Housing Services staff to gain understanding of campus living.

### SIGNATURES

My signature below acknowledges that I have read, understand and agree to the terms of this housing contract with Michigan State University, including the terms and conditions of the contract in the On-Campus Housing Handbook, which are incorporated herein by reference. I agree to make myself aware of and abide by my rights and responsibilities under the applicable rules, regulations, ordinances and procedures established by the university community, which are published in Spartan Life online ([splife.studentlife.msu.edu](http://splife.studentlife.msu.edu)) and incorporated by reference into this housing contract. I agree to comply with all local, state and federal laws.

I agree to be responsible for and pay to Michigan State University all applicable housing and dining fees and other charges assessed under the terms of this housing contract. I understand that: (1) my housing contract will be in effect for the entire academic year; (2) by signing this housing contract, I am required to move into university housing if I register and enroll at MSU; and (3) I may cancel this housing contract within 14 days from the date I sign it, provided I have not moved into university housing. I understand that if I want to cancel this housing contract after the 14-day period described in the previous sentence, I will incur financial obligations and be responsible for fees arising from the buyout of this housing contract.

I warrant that all of the information provided in this housing contract is true, and I acknowledge that if any information provided is false, Michigan State University may terminate this housing contract.

I understand and agree that my electronic signature and electronic submission of this form will act as my signature and will be valid and binding.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yyyy

Parent/Guardian Signature (if student is under 18 years of age): \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yyyy

When a student under the age of 18 applies for on-campus housing, a parent/legal guardian must sign the housing contract. Parents or guardians of students who are under the age of 17 are advised to meet with the Residence Education and Housing Services staff to gain understanding of campus living.