On behalf of Residential Life and Dining Services, we look forward to serving you in 2018–19. As always, the coming year promises to be very exciting with initiatives by Residential Life, the College, and Dining Services.

This booklet is the University of Rochester "Residential Life and Dining Services Application-Contract" for 2018–19. Please retain this booklet because it becomes your official contract text when you submit your application. Returning students will submit their housing and dining applications online as well as selecting their rooms online. Go to https://webhousing.reslife.rochester.edu/ webpatron to complete the application as described in the Room Selection instructions. Confirmations of room selection and dining selection will be sent to your email account. Transfer students will submit a "card-style" application/contract (accompanying this booklet), and it must be submitted directly to the Office for Residential Life and Housing Services.

Specific details of changes in housing are published in other Residential Life publications, and we encourage all prospective students to study those materials. Please read through those materials and all information associated with housing selection.

• Current first-year students (rising sophomores) have a two-year housing requirement—you must live on campus both your first and sophomore years.

• Fraternity Quad fraternities are part of the Residential Life system and will be filling out housing and dining contracts through this process.

We are the source of information for all on-campus housing options—residence halls, fraternity houses, and special interest housing. The main Residential Life and Housing Services office is located at 020 Gates in Susan B. Anthony Halls. Please be advised that all students living on and off campus are required to participate in a meal plan at some level for the 2018–19 academic year. As part of the room selection process, you must select a meal plan. If you do not complete the online dining registration or select a dining contract, you will be enrolled in the appropriate minimum plan requirement, and you will be assessed a $50 late registration fee. If you request a plan that does not meet the minimum requirement for your residential group, you will be assigned to the required minimum plan. Information concerning all meal plans can be viewed at the University Dining Services website at www.rochester.campusdish.com or by visiting our Customer Service/ID Office in Susan B. Anthony Halls. We encourage financial aid recipients who have questions regarding how we incorporate the cost of their meal plan and housing when determining their financial aid eligibility to connect with their financial aid counselor.

We hope 2017–18 has been a good year for you in University housing and dining services. We look forward to serving you in 2018–19. Good luck in the online room selection process!

Sincerely,

Laurel Contomanolis Cam Schauf
Executive Director, Residential Life and Housing Services
Director, Campus Dining Services and Auxiliary Operations

RESIDENTIAL LIFE OFFICE
University of Rochester
020 Gates Wing
Susan B. Anthony Halls
Box 270468
Rochester, New York 14627-0468
(585) 275-3166
(585) 276-1886 fax
housing@reslife.rochester.edu
www.rochester.edu/reslife

DINING SERVICES
University of Rochester
005 Morgan Wing
Susan B. Anthony Halls
Box 270315
Rochester, New York 14627-0315
(585) 275-8756
(585) 273-1030 fax
mealplans@services.rochester.edu
www.rochester.campusdish.com
RESIDENTIAL LIFE CONTRACT CONDITIONS FOR STUDENTS OF ALL CLASS YEARS

This contract is a legally binding agreement for housing at the University of Rochester. Once it is submitted, you will be contractually obligated for University housing for the fall and spring semesters of the 2018–19 academic year; subject to the conditions below. By signing the Residential Life/ Dering Services Application/Contract you agree that:

ON-TIME CLASS OF 2019 AND 2020 APPLICATIONS

Students submitting this application by the published upperclassmen application deadline are qualified for University housing if adequate space is available.

Late Class of 2019 and 2020 Applications. If space has not been offered, late applications will be considered for University housing after all other 2019–20 academic year students have been assigned available housing after all other 2021 sophomores have been assigned housing. Once it is published, submitted applications will be considered for University housing if adequate space is available.

First-Year Student (Class of 2022) Applications. Qualified first-year students are entitled to and obligated for University housing for the fall and spring semesters of the 2018–19 and 2019–20 academic years subject to the conditions below.

Applications. Submitting this application by the published upperclassmen application deadline is required in order to ensure admission to and/or assignments to crowded housing.

GENDER INCLUSIVE HOUSING

Gender-inclusive housing seeks to provide an environment that is welcoming to all gender identities and is not limited to the traditional gender binary (male/female). We recognize that some students may not identify as a gender assigned at birth, or may identify as neither or a mixture of any of these. Non-binary identities and is not limited to the traditional gender binary (male/female). The Director of Housing Operations and/or assignments to crowded housing. Students desiring to live at home with family must petition for release from this requirement prior to submitting a housing application. The decision whether to grant a release is at the University’s discretion and shall be final.

1. No assignment will be made unless you have paid your enrollment deposit (new students) or have been cleared by the Bursar’s Office (continuing students).

2. You are applying for assignment by the residence halls system and not for any specific space. Assignments will be made according to the procedures established by the Executive Director of Residential Life and Housing Services.

ELIGIBILITY

FULL-TIME REGISTERED UNDERGRADUATE STUDENT

Eligibility is limited to full-time River Campus undergraduate students. Students who have part-time status for medical reasons or who, upon the approval of the appropriate dean, change to part-time status for spring of the senior year may be allowed, with the approval of the Executive Director of Residential Life and Housing Services, to retain eligibility for residential life contracts for the fall semester of the senior year. Students who no longer live in one of these buildings must petition for release from this requirement prior to their spring housing. The Director of Housing Operations and/or assignments to crowded housing. Students must petition for release from this requirement prior to submitting a housing application. The decision whether to grant a release is at the University’s discretion and shall be final.

1. If you arrive at school late or leave early or are required to leave for disciplinary reasons, the full-year contract is still binding on you, except as explicitly otherwise provided in this document.

2. By signing and submitting this application, you accept and agree to be bound by the conditions established for residential life services, even if you do not make use of some or all of the services. The on-time and/or assignments to crowded housing. Students desiring to live at home with family must petition for release from this requirement prior to submitting a housing application. The decision whether to grant a release is at the University’s discretion and shall be final.

1. If you do not check in and occupy your assigned room by 5 p.m. Sunday, September 2, 2018, you will be violation of the University’s rules and regulations. You may apply for a waiver of this rule in writing at least five (5) days in advance of the first day of classes, giving the reasons for your late arrival. Any waiver must be approved by the Executive Director of Residential Life and Housing Services. Failure to occupy does not void this contract. You will be assigned to an available room when you present yourself at the Residential Life and Housing Office for the Official Bulletin of the University of Rochester; you are subject to change from time to time, without notice. Those rules and regulations are compiled in the University’s Code of Conduct: A Guide to the University of Rochester. Any questions about the Network Acceptable Use Policy in Residence Hall Area Network; and annual notices from the Residential Life and Housing Office and the Office of Diversity and Minority Affairs (DMS). Failure to Occupy

1. Your residence hall space is to be used only as your own living quarters and in accordance with the rules and regulations of the University, which are subject to change from time to time, without notice. Those rules and regulations are compiled in the University’s Code of Conduct: A Guide to the University of Rochester. Any questions about the Network Acceptable Use Policy in Residence Hall Area Network; and annual notices from the Residential Life and Housing Office and the Office of Diversity and Minority Affairs (DMS).

ROOM USE

Residents halls are closed, and you will not be permitted to enter or occupy your room during the semester vacation period. 8 a.m. Saturday, December 22, 2018, until 9 p.m. Sunday, January 13, 2019. Students new to housing spring term are allowed to remain in their residence hall rooms for temporary housing of others during vacation periods at other times for emergency purposes.

EARLY ARRIVAL AND LATE DEPARTURE CHARGES

This contract is for specific dates. If you occupy these dates without approval or fail to vacate your room by the times specified in this contract, you will be assessed a minimum charge of $75 per day, and you may be subject to improper check-out, lock changes, and packing fees, as well as possible disciplinary action.

CONTRACT CONDITIONS

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change charge, the room charge may be revoked, and you may be subject to disciplinary action.

REDUCING CROWDED SPACES (FIRST-YEAR HOUSING ONLY)

If you are in designated crowded housing for reasons other than choice, Residential Life will attempt to place you in standard housing as soon as possible, within established procedures and where space allows, you may select to remain in the crowded space. The decision to remain in crowded housing must be unanimous among all residents of a crowded room, otherwise uncooperative must proceed. Unless all residents of a crowded room mutually determine which person(s) will move, Residential Life will make the determination.

LAUNDRY ROOM USE

In cases where roommates are living in separate rooms or in a room or in a room within a suite, you must accept a new occupant as assigned by Residential Life to fill the existing or unoccupied room. Behavior which discriminates against an interested student or assigned occupant will be considered a violation of the contract, and uncooperative must proceed. Each person living in the suite, you must accept a new occupant as assigned by Residential Life to fill the existing or unoccupied room. Therefore, any guest staying in the residence halls must be considered accountable for any misconduct, loss, or damage caused by your guest.

RESPONSIBILITY FOR GUESTS

You are responsible for your guest(s) (overnight guests staying in a room or day guests staying in a residence hall) who register to stay in residence halls who register to stay in residence halls. You and your guest(s) must accept a cost for any violation of the contract that results from your guest(s)’ actions, including violation of a residence hall’s policies.

BUSINESS USE OF STUDENT ROOMS

Commercial use of your room or solicitation anywhere on the premises is strictly forbidden. This includes commercial use of ResNet connections. Specific exceptions for approved student concessions in residence halls and those participating in the KAuffman Entrepreneurial Year must be reviewed and approved in writing by the Office of Residential Life and Housing Services.

FINANCIAL CONDITIONS

PAYMENT

Room and Dining Plan charges for the period of this contract are pro-rated to the term bill and are payable to the Bursar’s Office subject to conditions applying to the term bill.

ROOM RATES

Rates are established and announced for the academic year by the University. Differential rates may apply for new residents, returning residents, and roommates with new assignee agreements. Rates may vary among different residence areas and sections of campus.

FINANCIAL AID

For students living off campus, it is important to talk with the Financial Aid Office. A student’s financial aid could be adjusted based on room assignment to living on or off campus.

REASSIGNMENTS AND REMOVAL, OR SUSPENSION

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REASSIGNMENTS

STUDENTS CONTINUING AT THE UNIVERSITY

If you remain in residence halls to address administrative needs, including gender space balances, renovations, or if spaces assigned to programs are not filled. Residential Life reserves the right to reassigned or removed from a residence hall’s space must vacate within 48 hours after receipt of written notice. Any student who is notified that he or she is reassigned or removed from a residence hall will be assessed, and any cost incurred in removing possessions will be charged to the student.

ROOM FURNISHINGS AND CONDITIONS

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RESIDENTIAL LIFE REASSIGNMENT, REMOVAL, OR SUSPENSION

Residential Life reserves the right to remove, remove or suspend (pending review) from the residence halls any student whose conduct exhibits disregard for the residential community, who violates the terms and conditions of residence halls occupancy, or who violates other residence halls rules and regulations. Such determinations will be made by the Executive Director of Residential Life and Housing Services.

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You are responsible for the cleanliness of your living area. If you don’t maintain it, you will be charged for a cleaning fee.

ROOM ENTRY

The University reserves the right to enter your room for

Room entry and inspections. This includes the right to enter your room to:

- Verify your occupancy
- Participate in facility-related inspections
- Assure compliance with University policies
- Assess room conditions
- Provide a service fee for return of furniture
- Confer with the University’s Student Conduct Office
- Report fire safety violations
- Enter your room in the event of a fire, or emergency
- Enter your room in the event of a safety or medical emergency

You may authorize anyone to do any of these things.

BEHAVIORAL RULES AND UNIVERSITY ACTIONS

SERVICE AND EMOTIONAL SUPPORT ANIMALS

Specially trained service animals for individuals with disabilities are permitted. Please note on your contract that you are bringing a trained animal.

Emotional support animals require approval from the University. You must refer to the webpage www.rochester.edu/admissions/special-needs for guidelines.

PROHIBITED BEHAVIOR

Any of the following constitutes a violation of University regulations; any other behavior that constitutes a perceived or actual danger or threat to property or persons. Additional rules and regulations are contained in the official Bulletin of the University of Rochester; Standards of Student Conduct: A Guide for Students and Parents;

The University of Rochester Press does not provide student housing (along with applicable criminal or civil charges), as may any of the following:

- Failing to comply with fire safety rules and regulations may result in removal from University housing.
- Failing to notify your Residential Life Area Office when you vacate your suite or house.
- Excessive noise or disruptive behavior.
- Smoking.
- Deceptive practices in the application process.
- Fire; damaging or disabling fire safety or fire alarm equipment, including discharging a fire extinguisher;
- Intentionally activating a fire alarm or smoke detector;
- Incurring a false fire alarm;
- Interfering with safety officers performing their duties;
- Failure to report false fire safety violations;
- Undermining students may be assessed charges for repairs related to damages or fined for repeated fire safety violations.

ROOM ENTRY

The University is entitled to assure all reasonable privacy in student rooms. When appropriate, reasonable advance notification will be provided before entering a student room. However, the University reserves the right to enter any public area interfering with the Department of Public Safety, other safety staff, or Residential Life staff; performing their duties; and any other behavior that constitutes a perceived or actual danger or threat to property or persons. Additional rules and regulations are contained in the official Bulletin of the University of Rochester; Standards of Student Conduct: A Guide for Students and Parents; The University of Rochester Press.

You must surrender your keys or key card and change the lock(s).

PROHIBITED ACTIONS

The following actions are permitted on any University residential building: firearms, firearms in firearms, or paint guns), knives or other weapons of any kind (including martial arts weapons); ammunition; explosives; fireworks; candles, incense, or other burning materials; flammable or combustible chemicals or hazardous materials; motorcycles or any other fuel-powered vehicle; cooking equipment, including discharging a fire extinguisher; intentionally activating a fire alarm or smoke detector; smoking in stairways, stairwells, hallways, entryways, or other public areas; interfering with the Department of Public Safety, other safety staff, or Residential Life staff; performing their duties; and any other behavior that constitutes a perceived or actual danger or threat to property or persons. Additional rules and regulations are contained in the official Bulletin of the University of Rochester; Standards of Student Conduct: A Guide for Students and Parents; The University of Rochester Press.

You are responsible for providing appropriate cleaning and care for the fish during academic and break periods.

You are responsible for the cleanliness of your living area. If you don’t maintain it, you will be charged for a cleaning fee.

If lost, there will be a charge to replace the keys. You can request duplicate keys or key cards at the Residence Life Area Office.

If lost, there will be a charge to replace the keys/group key card or key card and change the locks. You must surrender your keys or key card to the Residence Life Area Office when you vacate your building.

RUBBAGE

You are responsible for removing your garbage. You must notify your Residential Life Area Office of any unusual conditions requiring correction. You are responsible for cleaning your room condition form completed at check-in.

You are responsible for the cleanliness of your living area. If you don’t maintain it, you will be charged for a cleaning fee.

You (and your roommate(s), if any) are responsible for cleaning and care for the fish during academic and break periods.

For notifying your Residential Life Area Office when you vacate your suite or house. This includes the right to enter your room in the event of a fire, or emergency.

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You may authorize anyone to do any of these things.

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Dining Plan Changes and Cancellations

Dining plan changes and cancellations are permitted during the academic year only during designated change periods. The dates of these change periods may be found on the University Dining Services website, www.rochester.edu/dining. A 30-day notice is required for any meal plan change, decrease, or cancellation that is requested during any modification period except the open change periods. Parents or legal guardians cannot make dining plan changes/cancellations for the participant. Changes or cancellations must be submitted via the Dining Plan Change/Cancellation form. Phone or oral requests are not accepted. Change or cancellation requests must be made at the Customer Service/ID Office in Susan B. Anthony Halls.

Contract Terms and Conditions

1. The period of the contract corresponds to the official opening and closing of the residence halls each semester. The participant will have access to his/her meal plan during that time. Declining balance accounts will remain active between the fall and spring semesters.

2. Fall semester contracts are automatically renewed for the spring semester unless changed or cancelled during a Dining Plan Change Period.

3. A participant whose contract is valid for the fall and spring semesters will be billed through the University’s Bursar Office prior to each semester.

4. It is the responsibility of the participant to specify to the cashier, prior to each meal purchase, which account to access for the transaction.

5. The participant is the only person who has the authority to request or receive account audits or balance information.

6. Purchases made with declining balance funds are non-refundable. Cash, check, and credit card transfers cannot be made from a Declining Balance account to a Uro account.

7. To help monitor their meal plans, budget sheets are provided online (www.rochester.edu/dining) or at the Customer Service/ID Office in Susan B. Anthony Halls.

8. Additional declining and UroS dollars can be added to an existing balance at any time during or at the close of a semester, any unused declining balance dollars at the close of a semester may not be carried forward nor refunded. Remaining declining balance dollars at the close of the spring semester may not be carried forward nor refunded.

9. Withdrawals/transfers are not permitted from either the Declining Balance accounts or UroS accounts.

10. Unused fall semester declining balance dollars carry forward to the spring semester. Remaining declining balance dollars at the close of the spring semester may not be carried forward nor refunded.

Refund Policy

Meal Plans

Refunds of unused declining balance will be issued for any participant who withdraws from the University or whose status changes to inactive during a semester, as certified by Academic Support, the Registrar’s Office, or the appropriate dean. Refunds will be credited through the University’s Bursar statement. Meal plan costs are also credited through the University’s Bursar statement and are subject to proration based upon the official date of cancellation.

Remaining declining balance dollars at the close of the fall semester may not be carried forward nor refunded. Remaining declining balance dollars at the close of the spring semester may not be carried forward nor refunded. Remaining declining balance dollars at the close of the spring semester may not be carried forward nor refunded.

UroS Accounts

UroS account balances will carry over from year to year until graduation. Upon graduation, any unused balance of $20 or more will be refunded via the University’s Bursar statement. Should you withdraw or resign from the University during or at the close of a semester, any unused balance of $20 or more will be refunded via the University’s Bursar statement.

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Dining Plan Exceptions

Participants requesting an exception from dining plan requirements must request and submit a Dining Plan Appeal Form to the Customer Service/ID Office in Susan B. Anthony Halls. The request will then be forwarded to the University Dining Advisory Committee. We ask that students requesting exceptions for religious reasons provide supporting documentation from their religious affiliation.

Exceptions for special dietary needs or medical reasons must be submitted in letter format from the medical doctor on the physician’s letterhead. This request should be mailed to the Director, University Health Service, University of Rochester, Box 270671, Rochester, New York 14627-0671.

For all such requests, we ask that the student provide a description of the special diet that needs to be fol-

owed due to his/her medical condition. The request will be reviewed, and recommendations will be made to the University Dining Advisory Committee. Decisions of the University Dining Advisory Committee are final. Only one exception per participant will be considered in an academic year.

Information concerning all meal plans can be viewed at the University Dining Services website at www.rochester.campusdish.com or by visiting our Customer Service/ID Office in Susan B. Anthony Halls.