

BETHEL UNIVERSITY HOUSING AGREEMENT

This is a housing occupancy agreement (“Agreement”) made by and between the student whose name appears at the end of this Agreement (“Student”) and Bethel University (“University”). It grants to the Student permission to occupy a residence hall or apartment in University housing for a specific period of time. This Agreement is subject to the official opening and closing dates of the residences, and is subject to the stipulations listed below. **THIS AGREEMENT IS LEGALLY BINDING.** It incorporates and supports the terms of the Bethel Catalog, Bethel University Handbook (available at the Community Life tab on Blink), housing application form, room application procedures, and current housing policy.

- 1. AGREEMENT PERIOD AND PAYMENT:** This Agreement, unless otherwise provided, shall be binding for the full or remaining portion of the academic year and does not include any summer term. If at any time the Student ceases to be enrolled at the University as provided in Paragraph 4 of this Agreement, this Agreement shall automatically and immediately terminate.
- 2. SECURITY DEPOSIT:** A refundable security deposit of \$150 is required to complete the application process. **As a courtesy to returning students, the deposit will be held over to secure your room assignment for the following year.** New students and returning students without deposits on file must submit payment within 14 days of applying to the Office of Student Life. The security deposit is returned with interest upon graduation or at the close of the agreed upon term if requested. Student must meet all Agreement requirements, cleans the room, properly checks out of the room in person, and vacates the room no later than 24 hours after the last exam or commencement exercise. Violation of any provision of this Agreement will result in deposit forfeiture.
- 3. HOUSING AGREEMENT CANCELLATION:** A security deposit is required to be on file to activate a Housing Application. Upon completion of the application, a payment must be sent or delivered to the Office of Student Life within 14 days to activate the application. The security deposit is refundable if the housing Agreement is cancelled at the Office of Student Life prior to the following dates:
 - May 1 to cancel the Fall/full year portion of the Agreement
 - December 1 to cancel the Interim/remainder of the year portion of the Agreement
 - January 1 to cancel the Spring portion of the Agreement
 - **Late cancellation of this Agreement will result in security deposit forfeiture. In addition, a cancellation received after July 15th is subject to a Housing Cancellation Fee of \$200.00.**Cancellation of the Agreement within the time frame of a term will follow University Handbook withdrawal dates. The University reserves the right to cancel this Agreement for violation of any provision of this Agreement. If an Agreement is signed for only Interim and/or Spring terms, the Student will have 21 days prior to the start of the term to cancel the Agreement.
- 4. OCCUPANCY:** This Agreement secures space in University housing. The University reserves the right to change the housing assignment at any time and for any reason in the sole discretion of the University. Should the occupancy of the room, suite or apartment fall to 50% or less the Student agrees to space consolidation as directed by the Residence Life Office. The Student must be enrolled in at least twelve credit hours per semester (during Interim: one course) in order to occupy housing. Guests may stay in a room three nights or less when the Resident Director is informed. Early occupancy (i.e. before official opening dates) is strictly forbidden and subject to fine assessment. This Agreement and stated room rental does not cover housing during Christmas Break and Spring Break (see catalog for inclusive dates). Campus housing is officially closed during these periods. Entry into your on-campus room or suite during these periods will be accommodated only during business hours at a charge of \$25. Student entry into on-campus rooms without the written permission of the Associate Dean for Residence Life will be considered breaking and entering and/or trespassing and be subject to legal prosecution.
- 5. MEAL PLAN REQUIREMENTS:**
 - All freshmen/first year students living in Bethel housing are required to have either the 15 or 20-Meal Plan for the first school year. Students will be auto-assigned the 15-Meal Plan with the option to change to the 20-Meal Plan.
 - All Non-freshmen/first year students living in Arden Village, Bodien, Edgren, Getsch, Heritage, Lissner, and Nelson are required to have a Meal Plan. Student will be auto-assigned a 15-Meal Plan with the option to change to another Meal Plan.
 - Students living in Fountain Terrace or North Village are not required to have a Meal Plan, but have the option to purchase a Meal Plan.
 - If a student vacates Bethel housing during the school year, the student remains financially responsible for the Meal Plan until it is properly cancelled with the Office of Campus Services.
- 6. RESIDENCE INSPECTION:** In case of a health or safety emergency, or in circumstances where there is reason to believe that state or federal laws or Bethel policies have been violated, the University has the right to immediately enter and inspect or authorize inspection of rooms and apartments without notice. Student will be notified of periodic routine room inspection for general orderliness and agrees to provide access at all reasonable hours for service and repairs.

7. **REGULATIONS:** Student agrees to comply with all printed regulations currently in effect as found in the Bethel Catalog, Bethel University Handbook (available at the Community Life tab on Blink), housing application form, room application procedures, and current housing policy. Student specifically acknowledges the regulation that students may not paint their rooms or patch holes in the same without permission.
8. **ROOM CHANGES:** Room changes will not be approved during the first 10 days of class each semester. Room change requests because of extenuating circumstances may be permitted in the sole discretion of the University. All room changes require the prior approval of the Residence Director **IF YOU CHANGE ROOMS WITHOUT FOLLOWING PROPER PROCEDURE, YOU WILL FORFEIT YOUR SECURITY DEPOSIT AND MAY BE EXPELLED FROM STUDENT HOUSING.**
9. **DAMAGES:** The University is not responsible for loss or damage to personal property from any cause. The University recommends that Students obtain a renters insurance policy. The Student will be charged for any damage to his/her room, apartment and other common living areas which is beyond normal wear. In the case of unidentified damage or vandalism, all Students living in an identifiable area (i.e., room, suite or apartment; floor; wing; building or hall) around the damage will be charged equally.
10. **FIRE CODE REGULATIONS:** The University considers fire code violations to be a serious threat to both personal safety and property. Therefore, anyone found to be in violation of the fire code will be immediately subject to one or more of the following: 1) University disciplinary procedures; 2) removal from housing; 3) suspension from school; 4) charges for damages; 5) a fine of up to \$250; and 6) arrest and criminal prosecution. Refer to the Bethel University Handbook for specific violations and applicable penalties.
11. **ASBESTOS:** Residents of North Village and Fountain Terrace apartments should also know that a very minor amount of asbestos, only two to five percent, is present in some of the building materials used to construct these buildings. An environmental consultant retained by the University has determined that the premises are safe and that no significant health or safety risk is posed by the limited level of asbestos in these units.
12. **HARASSMENT:** Cases involving harassment will be immediately subject to one or more of the following: 1) University disciplinary procedures; 2) removal from housing; 3) suspension from school; and 4) specific college wide harassment policies. This policy applies to harassment of students, residence life staff, maintenance and custodial workers, and guests.
13. **HEALTH FORM:** It is a violation of this agreement to occupy housing and not have a completed health form on file with the University Health Service.
14. **ROOMMATES:** Residence Life has the right to assign Students to any vacancy in University Housing.
15. **EXCEPTIONS:** Exceptions or modifications to any of the provisions of this Agreement are not valid unless made in writing and signed by the Associate Dean for Residence Life.

Student must occupy the above stated room assignment by 3:00pm of the second official day of class of the earliest term of occupancy indicated above or the Agreement will be considered null and void and the room assignment will be canceled.

I hereby certify that I am 18 years of age, that I have read all of the stipulations in this Agreement, and that I agree to comply with each one or be held in violation of this Agreement. Alternatively, if I am not now age 18, but will be by the date I begin occupancy, I agree that my moving into University housing shall be deemed my legal acceptance of this Agreement.

Electronic signature of student	Bethel ID #	Date
Accept (button)	Decline (button)	

NOTE: Students not 18 by move in date must print a copy of this Agreement to be cosigned by a parent or guardian and returned to the Residence Life Office.

I agree to guarantee the above Agreement.

By: _____ Date _____
 Parent or Guardian