MOHAWK VALLEY COMMUNITY COLLEGE DORMITORY CORPORATION
SUMMER ROOM AGREEMENT

Term of Agreement: **THIS AGREEMENT IS BINDING DURING THE SUMMER, 2013 TERM.**

Residence Hall Expenses: Summer Fee Schedule	**Double Occupancy**	**Single Occupancy**
1st Five Week Session	$400.00	$500.00
2nd Five Week Session	$400.00	$500.00
1st Eight Week Session	$640.00	$800.00
Full Term (10.5 weeks)	$840.00	$1050.00
Weekly rate	$ 80.00 per week	$ 100.00 per week

Note: *Students may check-in to Residence Halls one day prior to start of an academic session and vacate one day later.

Security/Damage Deposit:
A $100.00 deposit will serve as a security deposit until you take possession of room. Any resident who fails to take possession of the room as scheduled will forfeit the deposit. After your arrival, the deposit serves as a damage deposit. This deposit will be refunded within 30 days at the end of your residency, subject to the following:

a) Charges will be made against the deposit for any room damages beyond normal wear.
b) Charges will be made against the deposit for damages to main areas, which are deemed the responsibility of all residents in that area, if individual responsibility is not determinable.
c) Charges will be made against the deposit for failure to turn in Residence Hall keys or for similar property.
d) Charges will be made against the deposit for improper check-out, not to exceed the refundable balance after all other charges have been applied.
e) Charges will be made against the deposit for any other outstanding financial obligation due the College or affiliated agencies.

Room and Fee Reduction Policy: (Subject to Board of Director's approval)
Upon termination of residency, the resident will receive a room fee credit for any unused full weeks.
Notes:

a) Reductions of room fees will be based upon date of completed Residence Hall withdrawal procedures including return of keys, removal of personal property and Room Inventory sheet.
b) Room Reduction policy is subject to revision as necessary in order to complement the most recent Mohawk Valley Community College refund policy.
c) Refunds are available when all outstanding financial obligations due are satisfied.
d) Appeals to the policy may be made in writing to the M.V.C.C. Dormitory Corporation.

Section 484B of the Higher Education Act of 1965 (Title IV HEA): The Dormitory Corporation reserves the right to bill any/all residents for room and board costs incurred beyond his/her last date of attendance.

Unconditional Rights of the Dormitory Corporation:

a) The College reserves the right to enter/inspect rooms for health, safety and maintenance reasons. This includes the right to enter a student's room and/or suite, or any other area, whenever there is reason to believe that there exists therein a danger to person or property or a violation of College and/or Residence Hall rules which may have the potential of negatively impacting on the educational goals of yourself, others or the College.
b) The College/Dormitory Corporation may terminate the Room and Board Agreement and take possession of the room at any time for violation of the rules and regulations as enumerated in the Student Handbook, this agreement, or for non-payment of Residence Hall fees.
c) Residence Hall staff and College staff are delegated responsibility to take action necessary to insure the health, safety and welfare of the students and the Residence Halls. The responsibility of the interpretations of the Residence Hall rules, as well as their enforcement, is solely that of the Residence Hall and College staff.

Use of Residence Halls:

a) A room may only be occupied by the student(s) assigned to it.
b) Permanent check-out procedures from the Residence Halls include removal of personal belongings, completion of the Room Inventory Form with a staff member and return of room key(s) to a staff member by the student. Failure to remove personal belongings upon residency termination will imply authorization for Residence Hall officials to remove/discard property from room. (See item "e" below) A $50.00 charge will be levied.
c) All residents must vacate the residence hall and follow proper check-out procedures by the day after their last summer final examination or their last day of pre-determined occupancy.
d) Residents who withdraw from classes/internship are required to remove all personal belongings from their room and follow proper withdrawal procedures by 12:00 midnight of the date on which the withdrawal becomes effective unless they are accepted to remain as a non-student.
e) Residents will be held financially responsible for the condition of their room and its furnishing and for any loss or damage other than normal wear that may occur. Damage to property in common areas is deemed the responsibility of the students in that immediate area, if responsibility cannot be determined.
f) Students are responsible for daily cleaning and care of their room which maintains a hygienic atmosphere.
g) A student is expected to maintain personal hygiene which creates a pleasant atmosphere.
h) Students are liable for theft, damage or loss to their personal property except where legal negligence of others applies. Neither the college nor the Dormitory Corporation carry or provide insurance for the personal property of others and will not be responsible for theft, damage or loss.

Room Assignment:

a) Room assignments are made on a first come, first served basis.
b) **The Dormitory Corporation reserves the right to re-assign students where it is determined to be in the best interest of the Dormitory Corporation, the college and/or students. This includes the right to re-assign student due to maintenance tasks.**
c) All room assignment changes must receive prior approval from a Resident Director or the Residence Life Office.

POLICIES:

Students are required to comply with applicable federal/state laws and with all rules and regulations, as set forth herein and as enumerated in the Student Handbook.

Fire Safety:

Arson, deliberately activating a fire alarm when no such emergency exists, tampering with any part of the fire alarm system or fire protection equipment and failure to evacuate a building during a fire alarm are strictly prohibited. Only paper based wall decorations, covering no greater than 50% of any wall are allowed unless student can prove the item is fire retardant or has been treated according to the standards of NFPA section 701.

Weapons/Explosives/Flammables:

Firearms, explosives, ammunition, unauthorized knives or other items that could be considered a weapon are prohibited. Flammable liquids and dangerous chemicals are also prohibited. No one shall possess or use any spring loaded or air-powered "weapon"/item which is capable of producing a projectile that can or may cause injury or damage.

Drugs:

The use or possession of illegal drugs, including pharmaceutical drugs without a prescription, or drug paraphernalia is prohibited.

Alcohol:

The use, abuse, possession or distribution of alcohol is prohibited. Alcohol containers are prohibited.

Quiet Hours:

Maintaining an environment conducive to sleep and study is essential. Study/quiet hours for each hall will be approximately:
Sunday – Thursday 10:00 p.m. – 10:00 a.m. and Friday – Saturday 12:00 a.m. – 12:00 noon. Courtesy hours are in effect at all other times.

Guests:

All guests are subject to the Guest Pass Policy. THIS POLICY IS SUBJECT TO REVISION AT ANY TIME. The student host is responsible for the behavior of their guest. Overnight guests are only allowed with a properly obtained guest pass issued by a staff member.

Civic Responsibilities & Disruptive Behavior:

Disruptive behavior including physical abuse, assault, harassment, threats or excessive noise is prohibited. Acts that compromise the peace, safety and/or health of other students or compromise the academic conducive environment of the college or Residence Halls are prohibited.

Security:

Students are responsible for the general security of their residence hall, and acts that compromise building security are prohibited. Specifically, students are prohibited from propping open any doors. Students are expected to lock their room doors and carry their key(s) and proximity card.

Windows:

Removal of or damage to windows/screens or placing any objects outside the window is prohibited. Leaning/jumping out of any window is prohibited.

Pets:

No pets are allowed in the Residence Halls. Non-carnivorous fish kept in bowls requiring no filters, heaters or lights are an exception. Requests for Service Animals for individuals with disabilities should be submitted in writing to the Coordinator of the Disability Services Office.

Appliances/Cooking:

Cooking is not allowed in the Residence Hall rooms or public areas. The possession or use of ANY heat producing cooking appliance is prohibited. Exceptions to this are 1- the use of the microwave oven provided in each Residence Hall, 2- the use of a Microwave only in the New Hall Gathering Area and 3- the kitchen equipment available for student use. Air conditioners, space heaters, coffee pots, electric blankets, heating pads, holiday lights, microwave ovens in student bedrooms, lava lamps, halogen lamps, neon signs, power tools and any other electrical appliance/device that, in the opinion of the staff or the New York State Office of Fire Prevention and Control, is hazardous to operate in the Residence Halls is prohibited. Clothes irons and "Hair Straighteners/Curling Irons" must be auto-shut off. Any non-prohibited electrical appliance/device used by a student must be "UL" approved.

Extension Cords/Plug Adapters:

Standard household extension cords (zip cords) and plug adapters are not allowed. If additional outlets are needed, the only acceptable extension cord is a "UL" approved 14 gauge/15 amp strip style surge protector with an on/off switch. Confiscated prohibited devices will be discarded.

Refrigerators:

Personal refrigerators must be "UL" approved and not exceed 2.7 cubic feet. No more than two (2) refrigerators are allowed in any room.
Refrigerators must not be placed on any other refrigerator or have furniture placed on top. Students must register personal refrigerators with their R.A.

Candles, Incense and Air Freshener:

The use or possession of candles, incense or "plug-in" type air fresheners is prohibited. Confiscated items will be discarded.

Motor Vehicles:

Motorcycles, snowmobiles, mopeds, and all other vehicles for transporting persons or property are strictly prohibited within/next to the Residence Halls. Specific storage areas for bicycles will be provided in each complex by request.

Musical Instruments:

The use of any musical instrument or electronic device, such as a stereo system, that creates excessive noise, by design or use is strictly prohibited. Drum sets and amplifiers, for example, because of their size and potential for disruption, are expressly prohibited.

Smoking:

The Residence Halls, including exterior areas near entrances are SMOKE-FREE.

Solicitation/Commerce:

Solicitation and/or commerce by a student or any other person are not permitted without the prior approval of the Administration.

Keys/Proximity Card:

The unauthorized use or reproduction of a key/proximity card for any residence hall room or facility is prohibited. Lost keys/cards must be immediately reported to Campus Safety and Security, a Resident Director or the Supervisor of Residence Hall Facilities. The student responsible will be billed.

Hypodermic Needles:

The proper disposal of medically necessary hypodermic needles is required. Students who use needles for medical reason must dispose of them through a "Sharps" container in consultation with the Health Center.

Residence Hall Technology:

Students are required to follow the most recent Internet Acceptable Use Policy, on http://resnet.mvcc.edu, and telephone/cable television use policies.

NOTICE: Security Cameras are used on the premises to record and/or monitor activities and aid in the investigation of incidents.

Any student convicted of a felony or placed under parole, conditional release, domicile restriction or county supervision, to include probation, conditional discharge or ACD (Adjourned in Contemplation of Dismissal) while already residing in the Residence Halls MUST notify the Director of Judicial Affairs immediately. This may or may not affect continued residency.

It is the policy of the MVCC Dormitory Corporation to provide equal opportunity for all qualified applicants, students, and employees; and to prohibit discrimination on the basis of race, color, creed, sex, religion, national origin, ancestry, age, disability, marital status, sexual orientation or veteran status. The Coordinator of the Disability Services Office and Section 504/ADA Coordinator is located in the Academic Building, Room 153, Utica Campus, telephone 315-792-5413 Voice or TTY.