



Housing Application/Contract

Complete and return this application form and \$100 deposit to the Office of Residence Life, State Fair Community College, 100 Roadrunner Ct., Sedalia, MO 65301.

Semesters applying for: Summer 2009 Fall/Spring 2009-2010

PLEASE PRINT OR TYPE

Name _____
Last First Middle Social Security #

Address _____
Street City State Zip E-mail Address

Telephone _____
Home Cell

Date of Birth ___/___/___ Male Female Student ID # _____

Student Status (check all that apply)

- New First Year Student
- A+ Student
- New Transfer Student
- Off Campus Moving On
- Returning Student
- Scholarship Athlete

Roommate Request _____ What is your major? _____

Will you be bringing a car to campus? Yes No

Due to concerns with public safety, it is important for the Residence Life Office to know if you have been convicted of a felony offense. Failure to answer this question truthfully will result in the immediate cancellation of an individual's housing contract. Permission to live in the residence halls with a felony conviction will be determined on a case-by-case basis, dependent upon the circumstances of the conviction.

Have you ever been convicted of a felony offense? Yes No

Please use the space provided below to list any medical conditions you have. Examples would be allergies, seizures, depression, or any condition for which you take prescription medication.

If you have a disability and wish to have special accommodations, please contact the Office of Residence Life at (660) 596-7438

In complying with the letter and spirit of applicable laws and pursuing its goals of diversity, State Fair Community College shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, national origin or citizenship status, age, disability, or veterans status in employment, education and all other areas of the College. The College provides reasonable accommodations to qualified individuals with disabilities upon request.

For Office Use Only	Ap Rec'd _____	Dep Rec'd _____	CLS _____
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Residence Hall Application/Contract Terms and Conditions

The contract is entered into between State Fair Community College and each resident student for the **entire academic year, consisting of consecutive fall and spring semesters**. This contract shall automatically terminate if the student withdraws or is dismissed from the college.

1. The execution and performance of the provisions of this contract by the College are contingent upon the student fulfilling and maintaining the admission requirements and registration requirements of State Fair Community College and the residence hall.
2. This is an application/contract for space and does not guarantee assignment.
3. The Room Reservation/Damage Deposit is non-refundable after July 15 for new fall contracts and January 5 for new spring contracts. Requests to cancel this contract must be made in writing to the Director or Residence Life.
4. The student agrees to make payment to the College in accordance with the published payment schedule.
5. Students must be enrolled in a minimum of 9 credit hours to live in the Residence Hall.
6. The College agrees to provide room accommodations to the student for the academic year, with the exception of the Thanksgiving Holiday, the Winter Break and Spring Break. The student agrees to secure other accommodations during these holiday periods. When the College is closed, the Residence Hall is closed.
7. The College reserves the right of room assignment, and reassignment for the benefit of the individual student or community. In the event of under-assignment, the College reserves the right to reassign individuals in order to consolidate space.
8. Residents who have not moved into their room by 4:00 PM the day before classes begin and have not notified the Residence Hall Office of their late arrival, shall be declared "no shows" and their room can be reassigned. Residents shall forfeit the \$100.00 deposit and remain liable for 25% of the room rate and fees.
9. The student agrees that rooms shall be used only as student-living rooms and that no commercial operation shall be carried on therein.
10. The student agrees that he/she shall not sub-lease the room.
11. The College reserves the right to enter student rooms at any time for maintenance, health and safety reasons, and to regulate the use of the premises in accordance with College rules and regulations.
12. The College shall have no responsibility for the theft, destruction, or loss of property belonging to or in the custody of the student, from any cause whatsoever, whether such losses occur anywhere in the residence hall, or in package handling related to shipment. Students are encouraged to carry their own personal property insurance. Students are strongly advised to secure rooms and property at all times.
13. The College shall have no responsibility for failure of utilities or mechanical equipment.
14. In the event this contract is terminated by mutual understanding, the room charges may be prorated. If, however, the student is evicted from the residence hall for disciplinary, academic or legal reasons, room charges will not be refunded.
15. **The financial obligations of the student shall not be terminated if the student changes his/her place of residence to non-College operated housing. This room contract is for the 2009-2010 academic year or the balance of the academic year if entering after the start of the fall or spring semester.** If an occupant leaves the residence hall and does not withdraw from the College, the charges for this residence hall contract will continue through the end of the academic year. Exceptions will be made only when an occupant leaves for the convenience of the College or in cases of extreme hardship. Students seeking an exception must contact the Residence Life Office and provide a written petition for release. Students must provide medical and/or financial documentation. If the departmental decision is unacceptable to the student, he/she may appeal to the Vice President of Student Services. If that appeal is denied, the terms of the contract remain in force.
16. The student explicitly agrees to accept and faithfully fulfill the consequences for any violation of SFCC's rules and regulations whether stated in the *Student Handbook*, the Department of Residence Life's *Rules, Regulations, and Community Standards*, this contract or other official communication. Consequences including, but not limited to fines, community service, educational assignments, and, in severe cases, termination of this contract and dismissal from the Residence Hall without refund are determined solely at the discretion of SFCC.
17. Students removed from the residence hall for disciplinary reasons will be denied access to the residence hall and surrounding property unless granted written permission by the Director of Residence Life or other designated College official.
18. If the student officially withdraws or is dismissed from SFCC for any reason, the student will be dismissed from the Residence Hall without refund and the student will have twelve hours to vacate the Residence Hall, unless explicitly allowed more time by the Director of Residence Life.
19. The student will not substitute or remove College furniture or furnishings from his/her room without approval of the Director of Residence Life. The student agrees that, upon termination of this contract, the student's room will be left in the same condition and with the same furnishings provided at the time this contract took effect. The student agrees to arrange furniture to specifications prior to checking out of their residence hall room at the end of the academic year.
20. Each occupant will be held responsible for damage beyond normal wear and tear to his/her room or residence and/or assume collective responsibility for damage to community areas in the residence hall or on college property.
21. If a student fails to properly check-out of the residence hall with a residence life staff member, he/she will be billed an improper checkout fee of \$25.00 in addition to any room damages.
22. The student agrees to pay a fee of \$50.00 to have their residence hall room lock changed if they lose their room key to cover the cost of core changes, key replacement, and labor.
23. The financial requirements of the College, changing costs, state, and legislative action and other matters may require an adjustment of these charges and expenses. The college reserves the right to make such adjustments to the estimated charges and expenses as may from time to time be necessary in the opinion of the Board of Trustees up to the date of the final registration for a given academic semester. Rates are listed on the annual Rate Sheet and in appropriate College publications.

I do hereby acknowledge that I have received, read, and agree to this contract and its terms and conditions, and do hereby agree to abide by and be legally bound by all residence hall rules and regulations and in the *Terms & Conditions of this Contract*.

Student signature (if over 18 years of age) Date

For those under the age of 18

The student named is under the age of eighteen and, therefore, the undersigned guardian does hereby agree that he or she accepts full responsibility for and guarantees the faithful performance of the terms and payment of all the fees and charges established in this contract. This responsibility and guarantee shall not end in the event the student reaches his/her majority under the law of the State of Missouri, but shall continue until such time that all fees and charges herein have been paid under this contract.

Signature of Parent or Guardian Date

2009 Summer Session Room Rate (No Meal Plan Available)	\$ 775.00
Housing fees for the 2009 - 2010 academic year	
Room Rate (per semester) (includes furnishings, internet access & basic cable TV)	\$ 1,705.00
Required Declining Balance Meal Card (per semester)	\$ 400.00
SEMESTER TOTAL	\$ 2,105.00
*Internet access is for educational purposes only.	