COCHISE COLLEGE

Creating opportunities...changing lives

COCHISE COLLEGE COMMUNITY COLLEGE DISTRICT

HOUSING CONTRACT

This contract covers the Full Academic Semester (Fall or Spring) or if entered into after the start of the Academic Semester, for the balance of that semester. Financial obligations are involved - PLEASE READ CAREFULLY.

ELIGIBILITY
1. Students living in College residence halls are required to take meals in the College cafeteria.
2. Rooms in the residence halls are only for registered students and guests of the College.
3. A student must be registered for 12 academic credit hours to be eligible to live in a residence hall.

LENGTH OF AGREEMENT
1. This agreement is binding for the FULL ACADEMIC SEMESTER (Fall or Spring) in which the student is enrolled at the College. Summer session is considered separate from the academic year.
2. The date on which the $150.00 advance payment/deposit and properly completed application are received in the Residential Life Office will establish priority for hall and room assignments.
3. Subject to the availability of space, the College will assign accommodations according to student preferences. The College cannot guarantee assignment to a particular building, type of accommodation, or roommate request.
4. The College may make temporary assignments, particularly in the Fall Semester by placing extra students in triple rooms or in lounge areas. As normal double occupancy space becomes available, students are reassigned and must move to regular accommodations. This process makes it possible for the College to accommodate the maximum number of students in the residence halls.
5. The College reserves the right to refuse housing to any student who is delinquent in the payment of fees, who has demonstrated an unwillingness to abide by housing rules and regulations, or who exhibits behavior which is incompatible with the maintenance of order, sanitation and the welfare of other students in the residence halls, or as deemed necessary by the Director of Residential Life.
6. The College reserves the right to make reassignments of hall or room accommodations as considered necessary.
7. When the college finds it necessary to assign a single occupant to a double room or to allow only one occupant to remain in a room which normally accommodates two persons, the charge will be computed at the single room rate. Students who find themselves without roommates have two choices: (1) elect to contract for single rooms or, (2) consolidate with other residents of their own choosing or roommates chosen by the staff. Students living alone (for whatever reason) will be charged the single room rate.

PAYMENT OF CHARGES
1. The student agrees to pay the college duly prescribed charges during the term of the contract at the time scheduled by the College. Failure to pay will result in the student's name being placed on the College debt file, which prohibits further enrollment, issuance of transcripts, possible eviction and causes the student to be withdrawn from College.
2. Rates are subject to change by the Board of Trustees. Notice of such change will be given in advance of any semester.

TERMINATION BY THE STUDENT - PRIOR TO CHECK IN/HALLS OPEN
1. If written notification of contract cancellation by applicants is given to the College the $150 deposit will be refunded.

TERMINATION BY THE STUDENT - AFTER THE RESIDENCE HALLS OPEN
This contract may be terminated in the following instances:
1. Upon approval by the Director of Residential Life, based upon compelling unanticipated change of circumstances beyond the student's control in the realm of medical, financial, or personal problems which arise after the date of signing the contract.
2. Upon the student's presenting proof of marriage and requesting termination.

TERMINATION BY THE COLLEGE (With Forfeiture of Advance Payment/Deposit)
1. Upon the student's failure to make payment of charges by the college.
2. Upon the student's failure to comply with the contract terms, rules and regulations of the Residential Life Department resulting in disciplinary action.

FOOD SERVICE
1. Food service, where provided, is eighteen (18) meals per week plan serving three (3) meals per day, Monday through Thursday and two (2) meals per day on Friday, Saturday, Sunday and holidays.
2. Meal plan is a minimum contribution of $2,127 for regular semester or $2,611 for 21 week programs.
3. Unused meal plan balances at the end of the semester forfeit to the College.
4. Food service contracted for by the individual student is not transferable to another person.
5. A Student Identification Card is required at all meals served.

BOARD REFUNDS
1. Students living in the residence halls (excluding family housing) are required to participate in the food service plan as provided by the College. Students withdrawing from the College may be eligible for a meal plan refund, prorated on a weekly basis, up to four weeks after the start of the fall/spring term. Students who are enrolled in only a first or second eight week term will be charged a prorated meal plan rate of 50% of a full 17 week meal plan. Departing eight-week only students are eligible for refunds, prorated on a weekly basis, up to two weeks after the eight week term begins. Any refund exceptions to this policy must be made in writing to the Dean of Student Services and must contain the rationale for the request along with any documentation requested by the Dean. Requests for exceptions to this policy will not be accepted by the Dean after 15 working days from the departure of the student.

ADDITIONAL CONDITIONS
1. Overnight guests of residents are limited to no more than three nights per semester. Guests are not permitted until after classes begin each semester or during final examination period. All overnight guests must be registered. All guests must comply with College rules and regulations and the student host is responsible for the actions of his/her guest.

2. Coffee pots, popcorn appliances and irons that are Underwriters Approved, in good repair and have a thermostatic control may be used in residence hall rooms.

3. Compact refrigeration units that are approved by the Residential Life Department may be used.

4. Hot plates are not permitted.

5. Explosives of any nature are not permitted in the residence halls. Firearms and dangerous objects are not permitted on campus according to Cochise College Policy 5007.

6. Residence hall rooms, buildings, or adjacent grounds may not be used for unapproved commercial enterprise. Sales, promotions, or solicitations are prohibited unless specifically authorized by the Residential Life Department.

7. Pets are not allowed in residence halls.

8. The student agrees to comply with state laws, city ordinance and College policy with regard to the possession or use of fermented malt beverages, intoxicating liquors and illegal drugs, and agrees that his/her room shall not be used for any purpose contrary to the law.

9. Property belonging to the College may not be removed from any building without specific written authorization from the Director of Residential Life. Each student of a living unit is subject to joint liability for property damage in common areas.

10. The College reserves the right to enter student rooms for the purpose of inspecting the premises when an authorized agent of the College has reasonable belief, including but not limited to the following:
   a. that an occupant of the room may be physically harmed or endangered.
   b. that College property is being destroyed.
   c. that maintenance, sanitation and/or repair is necessary.
   d. that violations of state or college policies are occurring.

   If practicable, the College will not enter a student's room unless accompanied by a student or his/her authorized representative.

11. The student shall not make alterations or changes in the premises without written consent from the Director of Residential Life. Upon the expiration or prior termination of the contract, at the election of the Director of Residential Life or his/her designated agent and at the expense of the student, the student shall restore the premises to the character and condition which prevailed before any alterations and changes were made.

12. The College is not liable for the loss of money, clothing, misc. or other valuables, or for loss or damage to the property belonging to the student, nor for any personal goods stored in residence hall facilities. Students are encouraged to carry some form of insurance coverage for their personal possessions.

13. Each student is issued a key to his/her room. Failure to return the key when the student checks out or the loss of the key will result in a charge to the student.

14. The student expressly agrees that the College may terminate this contract and take possession of the room at any time for violation of the contract, College rules and regulations, or for health reasons.

15. If the student is under 18 years of age, his/her parents or legal guardian will become a party to this contract and will sign this agreement as evidence of accepting responsibility.

16. Any student failing to properly check out of the residence halls at the time of their termination from campus housing forfeits their entire $150.00 advanced housing deposit.

LIABILITY RELEASE

I release Cochise College, its employees and representatives from any responsibility for incidents which cause me or my family members physical, mental, or monetary loss or damage, except in those incidents where the College can be shown negligent and directly responsible for the loss or damage. Cochise College does not maintain insurance on any personal property of occupants.

IN CONSIDERATION OF COCHISE COLLEGE RESERVING RESIDENCE HALL SPACE, WHERE AVAILABLE, MY $150.00 ADVANCE PAYMENT/DEPOSIT IS ENCLOSED.

UPON SIGNING THIS CONTRACT, I HEREBY AGREE TO COMPLY WITH ALL COLLEGE REGULATIONS. ANY VIOLATION OF LOCAL, STATE OR FEDERAL LAWS DEEMED SERIOUS BY THE COLLEGE’S ADMINISTRATION, COULD RESULT IN AN ADMINISTRATIVE HEARING TO CONSIDER EVICTION FROM THE RESIDENCE HALLS.

Student Signature: ____________________________ Date: ______________________

Address: __________________________________________

________________________________________

Parent or Guardian Signature: ____________________________ (if student is under 18)

Cochise College by: __________________________________________

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Director of Residential Life

Return: 1. Signed Contract
         2. $150.00 Advance Payment/Deposit
         3. Housing Application Form (completed and signed)

Return To: Cochise College
           Residential Life Office
           4190 West Highway 80
           Douglas, AZ  85607-9724

Revised 03/11/16