



2021-2022 Residence Hall Contract

Dear Resident,

Welcome to K-State Housing and Dining Services! We are excited that you are interested in living in our on campus housing.

The K-State Residence Hall contract for 2021-2022 academic year will be available to complete in the online Resident Portal beginning December 7, 2020 at 3:00PM.

In order to maximize the efficiency of the process during this anticipated busy time, this presentation shows recommendations from the perspective of time efficiency and logging out as quickly as possible to reduce the number of users all using the same resources.

We **do NOT recommend** you ever sign a contract without reading the Terms and Conditions. We encourage you to thoroughly read through the sample copy of the Terms and Conditions listed on our website prior to submitting this legally binding contract.

Once you submit your \$230 contract payment **and** receive the notice that your contract has successfully been submitted, please log out of your Resident Portal to allow other students to continue to complete the process.

After December 7, you can log in to your Resident Portal and review your selections and make any edits as needed. Making edits to your contract will **NOT** change your contract submission date and time. You may edit the contract as many times as you want until July 1, 2021.

We thank you in advance for your patience during this anticipated busy time.

K-State Housing and Dining Staff

To complete the contract quickly, we encourage you to think through these actions required to complete the contract:

- 1) **Meal Plan:** What meal plan would you prefer? The All Access or Any 14
- 2) **Information Disclosure:** Who would you like to add to your contract as someone we can speak to about your specific contract? (see slide 12)
- 3) **Terms and Conditions Acceptance:** After reviewing the Terms and Conditions, you will check a box that indicates you understand and agree to the Terms and Conditions of the contract. (see slide 15)
- 4) **Felony Question Response:** You will answer the Felony Question with a Yes or No response. (see slide 15)
- 5) **Payment:** Have your credit or debit card out and ready to use.

Two important notes

- 1) The contract is a **full academic year contract**.
 - This contract is for the Fall 2021 and Spring 2022 academic semesters.
 - Residents moving out of the Residence Halls anytime before May 14, 2022 are subject to early termination fees.

- 1) You will **not** enter any Residence Hall or room type preferences on this contract.
 - Residents select their specific Residence Hall and room during room selection process in April/May.

Navigating the Resident Portal on December 7:

- If you are choosing to do a contract on December 7 at 3:00PM, the system may run a little slower than normal due to the high number of users trying to access the site at the same time. We thank you in advance for your patience.
- The home page of the Resident Portal will look different on December 7 from 12-5PM to allow for faster processing time of the pages. The link to the Residence Hall contract will be the only option available to complete.
- We recommend you complete the contract on a desktop or laptop computer. Mobile devices are not recommended.
- Intentionally click the buttons only once. Clicking or refreshing the screen multiple times will only add additional processing time.

We are looking forward to welcoming you to K-State next fall.

The screenshot shows the website <https://housing.k-state.edu> in a browser window. A red box highlights the URL in the address bar with the text "Go to: www.housing.k-state.edu". A red arrow points to the "Resident Portal" button on the right side of the page with the text "Click Here". The website content includes a welcome message, COVID-19 updates, and links to various resources.

Go to: [www.housing.k-state.edu](https://housing.k-state.edu)

Click Here

Welcome to the Department of Housing and Dining Services at Kansas State University!

As always, we're committed to providing a positive experience that enhances your education and connects you to the university. As you can imagine, the COVID-19 pandemic has challenged us to find new ways to provide this experience while safeguarding the health of our residents and staff. Like all campus communities this fall, we've had to make some changes to our policies and procedures to mitigate the potential spread of COVID-19, but our overall goal remains the same — to give you a great place to rest and refuel in order to do your best academically.

Visit our [COVID-19 Updates](#) page to learn more about the changes we've made, and as always, contact your student living or dining staff with any questions or needs you may have.

End of Semester Process and Important Information

With fall break just around the corner, followed by the remote instruction period and winter break, there are several dates and processes campus residents need to be aware of. There's a lot of information to take in, so please pay close attention to the various communications we'll be offering in late October and early November.

- **Facebook** live presentation: 7:30 p.m. Thursday, Oct. 29
- Virtual end of semester community meeting during the week of Nov. 1 (see your RA for details on times and link info)
- **Email** on Oct. 30 containing important dates, hall departure requirements, info regarding access to the halls during breaks and remote instruction, and more
- Full details [here on our website](#)

Asymptomatic Testing at Lafene

If you'd like to be tested for COVID-19 before leaving campus, Kansas State University offers voluntary asymptomatic testing at no cost for students at Lafene Health Center. An asymptomatic carrier is someone who has contracted COVID-19 but shows no symptoms throughout the course of the virus. Asymptomatic carriers can unknowingly infect others and spread the virus.

The testing site is located in the lower level of Lafene Health Center, with the entrance at the southwest corner of the building. Testing is the most effective way to know your COVID-19 status.

Resources

- Resident Portal
- Housing Information Request Form
- Explore Your Options

QS STARS™ RATING SYSTEM

★★★★★

Tweets by @KStateHDS

KStateHDS @KStateHDS
Our pleasure! We look forward to feasting with our K-State community again soon. https://twitter.com/KSU_Foundation/status/1331629402917101569

Nov 25, 2020

KStateHDS @KStateHDS
Learn to capitalize on your strengths in a supportive community of new K-Staters like you! @KState <https://twitter.com/brookshetle/status/1330925725772374017>

Embed View on Twitter

Events

The screenshot shows the K-State eID login page. A red arrow points to the 'Sign in' button. A red box highlights the 'eID' and 'Password' input fields with instructions. The page includes a search bar, navigation links, and a footer with contact information and social media icons.

Click Here

Enter your K-State eID (First portion of your K-State email address)

Enter your K-State eID password

We recommend you log in to your Resident Portal prior to the start date and time to make sure you have the correct eID and Password.

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Housing and Dining Services - Resident Portal

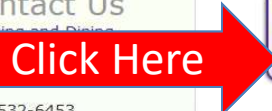
Welcome to the Housing and Dining **Resident Portal**.

Here you can complete Housing and Dining applications and contracts for K-State Residence Halls, Jardine Apartments or Dining Services. Please contact Housing and Dining Services if you have any questions or need assistance with any of the options below.

To view sample Residence Hall contract [click here](#). 

K-State Residence Halls August 2021-May 2022

[Click here to Complete the Residential Contract](#)

Click Here 

On December 7 from 12PM to 5PM
you will see a simplified screen in the
Resident Portal. This is intentional to
aid in the processing speed during
this high volume usage time.

Contract > Welcome

Test T. Male

Welcome to the Kansas State University Housing and Dining Services electronic contract.

You will be able to save your information and come back to complete your contract. Once you have completed all steps, you will receive a confirmation email. Please allow 10-15 minutes to receive the confirmation email.

Please click through the options below.

About the Contract	Explore Your Options	RoomSync Roommate Matching	Room Selection
During this process you will complete your contract, which includes meal plan selection, roommate preferences, acceptance of terms and conditions and submission of a payment. Please take a few moments to familiarize yourself with the housing options and the information you will need to complete your contract as stated below. - If you have a roommate preference, you must have the full name and Wildcat ID number (wID#) of your preferred roommate(s). You must provide your roommate(s) with your full name and wID#. Roommate(s) must be a mutual match (meaning you must provide each other's information). - You must have a credit/debit card number in order to complete the payment transaction online. Alternatively, you will be given the option to pay offline with cash, check or credit card. The contract is not complete until payment is received by Housing and Dining Services. Priority to select a room is based on the date your contract and payment are received and accepted. Room selection options are limited to availability, at your selection appointment time. Therefore, it is recommended that you submit your contract and payment as soon as possible. The contract is for a space in the on-campus housing system and not for a particular space or type of housing. You will choose your room from what is available at the time of selection.			

[Continue to Contract](#)

Click Here

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Contract > Housing Options

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Test T. Male > Contract > Personal Information

1 2 3 4 5 6 7 8 9

Do you need housing during the break periods?

Housing during the university break periods (Fall, Winter and Spring) is available only in **Marlatt and Moore residence halls**. The corresponding costs for Fall Break and Winter Break 1 will be added to the fall semester billing. The corresponding amounts for Winter Break 2 and Spring Break will be included with the spring semester billing.

Meal service is not available in the dining centers during break periods except for limited meal service during Winter Break 2. Specific dates and times for meals during Winter Break 2 will be available a few weeks prior to the break.

Select the break periods you need housing on campus.

☐ Fall Break (11/20/2021 - 11/28/2021) - \$175.00
☐ Winter Break 1 (12/18/2021 - 1/4/2022) - \$300.00
☐ Winter Break 2 (1/5/2022 - 1/16/2022) - \$500.00
☐ Spring Break (3/12/2022 - 3/20/2022) - \$175.00

Residential CAT Community Options

Follow this link to learn about [CAT Communities](#).
Students participating in the Residential CAT Communities will select first in the Choose Your Experience Room Selection Process.

Are you interested in living in a Residential CAT Community?

☐ Yes
☐ No

Specialty Housing Options

Please select if you want more information about specialty housing.

☐ Honors House

Scroll
Down

104 Pittman Building, Manhattan, KS 66506-4601 | (785) 532-6453 | Fax: (785) 532-6855 | housing.k-state.edu

Contract > Housing Options

https://hmsweb.housing.k-state.edu/residentportal/Applypref.asp?function=225&PageName=ApplyPref2

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AWAYA PCS Res Hall Check In

Are you interested in living in a Residential CAI Community?

☐ Yes
☐ No

Specialty Housing Options

Please select if you want more information about specialty housing.

☐ Honors House

Select a meal plan (REQUIRED)

	ALL ACCESS	ANY 14
Meals*	Unlimited dining center access 5 On-the-Go meals per week	14 meals per week
GUEST PASSES	5 per semester	2 per semester
RETAIL DISCOUNT**	5%	N/A
COST***	\$2,450.00 per semester	\$2,140.00 per semester

* A meal, as defined for the purpose of the meal plan, is any dining center entrance or On-the-Go food and drink purchase.

** Retail Discount can only be used at participating [Housing and Dining Services retail locations](#).

***Rates are pending Board of Regents approval.

☐ All Access ☐ Any 14

Special Dietary Needs

All Dining Services locations are staffed with registered and licensed dietitians who are available to assist residents following a diet modified for medical purposes. The dietitian in your facility will be happy to help you plan your meals and locate the appropriate foods within the dining center to keep you healthy and safe. [more information](#)

☐ Would you like to be contacted by one of our Registered Dietitians to discuss any dietary concerns?

[< Back](#) [Next >](#)

REQUIRED: Select a Meal Plan:

- All Access
- Any 14

Choose one

Click Here

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Contract > Roommate Preferences

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Contract > Roommate Preferences

[Test T. Male](#) > [Contract > Housing Options](#)

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Roommates

Type the Wildcat ID (WID) and click  to add a roommate /Click  to delete a roommate.
You may add up to three roommate preferences. **Unconfirmed roommates will not show up when you begin the Choose Your Experience Room Selection Process. If you do not have your roommate information, you can complete your contract and still come back to add a roommate later.**

Roommate 1 WID: 

Roommate 2 WID: 

Roommate 3 WID: 

IF CONFIRMING A ROOMMATE AFTER A ROOM IS SELECTED:
Confirming the roommate alone does NOT add a student to a previously selected room reservation. The student who completed the original reservation MUST update the room reservation to add confirmed roommates to the selected room.

Choose Your Experience Profile

Housing and Dining Services recommends using the free RoomSync roommate matching application to find a roommate. This brief profile will be used as a quick reference to help identify a potential roommate during the room selection process.

Student Name:	HDS Test 1 Male
Age:	24
Major:	BUSINESS
* Do you smoke or use other tobacco products?	No
* Do you object to living with roommate(s) who smoke or use other tobacco products?	Yes

☐ I wish for my name only to be displayed in the room selection process. I understand this may limit my ability to be paired with a compatible roommate

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Contract > Information Disclosure

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1 2 3 4 5 6 7

Information Disclosure

In compliance with provisions of federal law, Housing and Dining Services cannot release information contained in educational records without specific consent from the student. This consent is valid only for information contained in the student's Housing and Dining Services account (Account) during this contract Term. (8/21/2021 - 5/14/2022)

For the purpose of responding to inquiries concerning my account, this release authorizes Housing and Dining Services to discuss the student's Account information only with the individuals listed.

☐ I do NOT consent to the disclosure of information contained in my Account to any individuals.
☒ I hereby consent to the disclosure of information contained in my Account to the individuals listed.

Name 1:

Name 2:

Name 3:

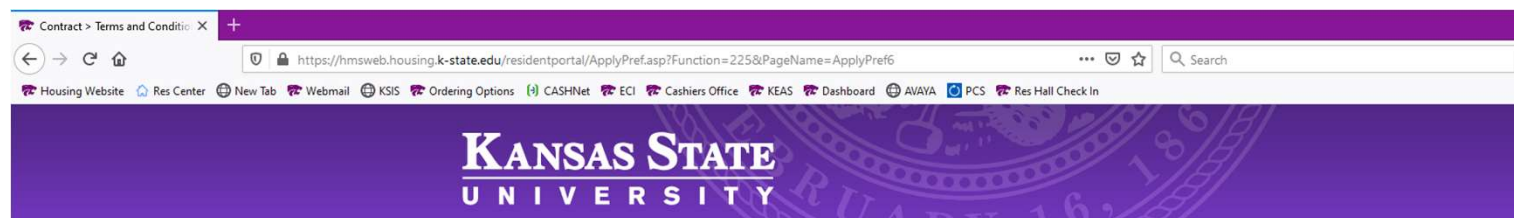
[< Back](#) [Next >](#)

Please list anyone that we can talk to about your contract.

You can also update this in the edit portion of your contract.

Click Here

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Contract > Terms and Conditions

[Test T. Male](#) > [Contract > Information Disclosure](#)



1. **Resident.** "Resident," as used throughout these Terms and Conditions, refers to the person listed under the "Personal Information" screen.
2. **Purpose: Residential Living Space, Meal Plan.** This contract is between Kansas State University ("University") and the Resident for a residential living space in the University residence hall system or another residential living space as approved by Housing and Dining Services ("Residential Space") and a required University dining services meal plan during the Occupancy Period (defined below), in accordance with the terms and conditions stated herein.
3. **Handbook.** The Residence Hall Handbook is incorporated by reference into this contract. The Resident is equally responsible for complying with the rules, policies and regulations contained in this contract and the Handbook. The terms of the Residence Hall Handbook may change from time to time. It is the Residents responsibility to regularly review the Handbook to ensure awareness of and adherence to the current terms. The Handbook is linked here: <http://housing.k-state.edu/living-options/res halls/resources/>.
4. **Eligibility..** In order to be and remain eligible to live in on-campus housing, the Resident must be enrolled at Kansas State University. For avoidance of doubt, but without limiting other breaches, any failure to enroll or continue to be enrolled is a breach of this contract.
5. **Term.** The term of this contract is from the date this contract is submitted by the Resident through May 14 2022 ("Term"). A Resident is bound by this contract for the entire Term.
6. **Occupancy.** A Resident may occupy the Residential Space only during the Occupancy Period. The "Occupancy Period" is for the 2021-2022 academic year (fall and spring semesters), beginning on Saturday, August 21, 2021, 10:00 a.m. ("Opening Date"), or a later date of initial occupancy if pursuant to Section 6.g below, whichever is last, and ending when the University acknowledges that Resident has terminated the contract or no longer occupies the Residential Space, the University terminates the contract, 24 hours after the start of the Resident's last final examination in the spring semester, or May 14 2022, whichever comes first. The Residence Halls will open for occupancy a minimum of two days prior to the first day of class each semester as determined by the University academic calendar. The university may provide for a specific time and procedure for move-in to the Residence Halls. Notwithstanding the foregoing, the Occupancy Period excludes the university break periods listed below (unless specifically elected as set forth below) and is subject to the following terms:
 - a. The Resident may elect to occupy the Residential Space (or other Residential Space designated by the University within its sole discretion see subparagraph b, below) during the Fall Break (Saturday, Nov. 20, 2021 12:00 p.m. through Sunday, Nov. 28, 2021 1:00 p.m.), winter breaks (Winter Break 1, Saturday, Dec 18, 2021, 12:00 p.m., through Tuesday, January 4, 2022, 11:59 p.m., and/or Winter Break 2, Wednesday, January 5, 2022, 12:00 a.m., through Sunday, January 16, 2022, 1:00 p.m.), and/or Spring Break (Saturday, March 12, 2022, 12 p.m., through Sunday, March 20, 2022, 1:00 p.m.).
 - b. The Resident may make such election in the "Break Housing" Step 3 of this contract or by submitting a contract change form available at housing.k-state.edu no later than the Monday before each break begins. By making such election, the Resident agrees to pay the amount(s) listed in the break housing step 3 of this contract. Upon such election, the elected break(s) time frame becomes part of the Occupancy Period.
 - c. Break housing is available only in Marlatt and Moore residence halls. Only Residents who select a Residential Space in one of the aforementioned residence halls listed in this paragraph will be eligible for break housing.
 - i. If a Resident has not elected break housing for a particular break, the Resident must vacate the Residential Space during the break period.
 - ii. At the end of the fall semester, the Resident shall vacate the space no later than 24 hours after the Resident's last final examination in the fall or Saturday, December 18, 2021, at 11:59 a.m., whichever comes first, and may not re-occupy the selected Residential Space until the end of Winter Break 2 (Sunday, January 16, 2022, 1:00 p.m.).

Review
and
Scroll
Down

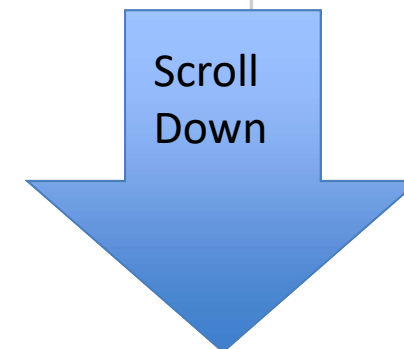


Please note the important early termination policies in sections 18 and 19 (highlighted in yellow).

Specifically note:

The deadline to cancel without penalty is **June 1, 2021**.

Early termination after occupancy could result in a buyout charge up to **50% of the remaining academic year contract**.



Contract > Terms and Conditions

https://hmsweb.housing.k-state.edu/residentportal/ApplyPref.asp?Function=205&PageName=ApplyPref6

Housing Website Res Center Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAVA PCS Res Hall Check In

University is not responsible for loss of or damage to Resident's property nor injury to the Resident or Resident's guests related to use of residence halls or dining centers.

☐ I have read, fully understand and agree to the terms, conditions and incorporated rules and policies of the contract and all documents and websites included with or referenced in the contract. I acknowledge that I am voluntarily and of my own free will signing this document through my University eID, which I agree shall legally bind me to the same extent as my written signature.

Felony

☐ Yes ☐ No Have you ever entered a guilty plea or an Alford plea to a felony offense, been placed on probation for or entered into a diversion program for a felony offense or been convicted of a felony?

[< Back](#) [I Agree](#)

You will be required to answer these two questions at the end of your Terms and Conditions page.

See next page

Contract > Terms and Conditions

https://hmsweb.housing.k-state.edu/residentportal/ApplyPref.asp?Function=205&PageName=ApplyPref6

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v. If for any reason, the conditions listed above are not met or the Resident's involvement in the academic program, move to a Jardine apartment, or other applicable permitted circumstance does not occur, any terminations is void and the contract remains valid and the resident is liable for the full terms and conditions of the contract.

18. **Termination by University.** The University may terminate the contract by providing notice to the Resident (in any manner, including without limitation, electronic or hard copy) after breach by the Resident (including without limitation a Resident's failure to be or remain eligible for on-campus housing). Upon any such termination, the Resident remains responsible for all charges in full under the contract, through the effective date of termination, in addition to any applicable fees and damages assessments otherwise provided for in the contract. If the University terminates the contract based on the Resident's breach, the University shall assess liquidated damages for Resident's breach, forty percent (40%) of the Daily Rate for each day remaining in the Term of the contract plus breaks.

a. PROVIDED HOWEVER, in the following specific "no show" circumstances, the University will assess the following amounts as liquidated damages for the breach, as applicable:

i. The University may terminate this contract because the Resident does not occupy a Residential Space by the beginning of the Occupancy Period, fails to enroll at the University by 5:00 p.m. on the first day of classes for Fall semester, and has failed to submit the Residence Hall Contract Cancellation Form to University Housing and Dining staff. In the event of such termination on such basis, the University shall refund any contract payment(s) previously made by the Resident, less a charge of \$300 as liquidated damages for such breach.

ii. The University may terminate this contract because Resident does not occupy a Residential Space for the Spring semester by January 19, 2021, fails to enroll at the University by 5:00 p.m. on the first day of classes for Spring semester, and has failed to submit the Residence Hall Contract Cancellation Form to University Housing and Dining Staff. In the event of such termination on such basis, the University shall not accrue any additional charges to the Resident after the effective termination date (such as the Daily Rate), but shall assess to the Resident \$300 as liquidated damages for such breach.

b. PROVIDED HOWEVER, if the University terminates the contract for the Resident's breach based on lack of the Resident's eligibility for failure to be enrolled due to the Resident's academic dismissal or withdrawal from the University, the University shall assess \$200 in liquidated damages for such breach.

19. **Liquidated Damages.** Based on what the Resident and the University currently know, the liquidated damages amounts included herein are reasonable estimates of damages that would accrue from the Resident's breach in the form of early termination and/or other breach of this contract, as applicable. The parties agree the liquidated damages amounts set forth above are fair and reasonable estimates of damages and would not act as a penalty to the Resident.

20. **KSIS Account.** All fees, charges, and damages related to or arising from this contract or otherwise from Resident's use or occupancy of the Residential Space may be assessed by the University to the Resident's KSIS Account.

21. **Daily Rate.** When used in this contract, "Daily Rate" refers to total housing charges applicable to the Resident per semester, including meal plan, divided by 111 days.

22. **RELEASE AND WAIVER.** In consideration of being allowed to participate in the housing selection process, participate in the meal plans, enter into this contract for on-campus residential housing, and/or to occupy a Residential Space, I HEREBY WAIVE, RELEASE, AND DISCHARGE for myself, my heirs, executors, administrators, legal representatives, assigns, and successors in interest ("successors"), Kansas State University, the State of Kansas, the Kansas Board of Regents, and their agents, officers and employees (collectively, referred to in this paragraph as "Kansas State University"), from all claims, demands, and causes of action of any kind, including claims for negligence, which may arise from or be related to this contract or otherwise directly or indirectly related to this contract and/or my occupancy of the Residential Space. Without limiting the foregoing, the Resident specifically acknowledges that Kansas State University is not responsible for loss of or damage to Resident's property nor injury to the Resident or Resident's guests related to use of residence halls or dining centers.

☐ I have read, fully understand and agree to the terms, conditions and incorporated rules and policies of the contract and all documents and websites included with or referenced in the contract. I acknowledge that I am voluntarily and of my own free will signing this document through my University eID, which I agree shall legally bind me to the same extent as my written signature.

Felony

☐ Yes Have you ever entered a guilty plea or an Alford plea to a felony offense, been placed on probation for or entered into a diversion program for a felony offense or been convicted of a felony?

☐ No

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Click Here

Select No or Yes

Click Here

BE ADVISED – When you click this button, you are obligating yourself to a legally binding contract

Slide 17

KVS2

Need a new screen shot

Kathy Van Steenis, 12/2/2020

Contract > Review

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Personal Information

[Edit](#)

Name: **HDS Test 1 Male**
Email: **gamage@k-state.edu**
Preferred Contact Phone: **785-532-6453**
Student Cell Phone:
Address 1: **104 Pittman**
Address 2: **1531 Mid Campus Drive**
City: **Manhattan**
State: **KS**
ZIP: **65235**
Gender: **Male**
Classification: **Freshman**
Academic Status: **New**
Major: **BUSINESS**

Contract Information

[Edit](#)

Spring Only: **No**
Meal Plan: **All Access**

Scroll Down

Contract > Review

https://hmsweb.housing.k-state.edu/residentportal/ApplyPref.asp?Function=205&PageName=ApplyPref6

Housing Website Res Center Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAVA PCS Res Hall Check In

Contract Information

Spring Only: No
Honors House? Yes
Smurthwaite? Yes
Meal Plan: All Access
Stay Fall Break? No
Stay Winter Break 1? No
Stay Winter Break 2? No
Stay Spring Break? No

[Edit](#)

Information Release

Name 1: Willie the Wildcat
Name 2: None
Name 3: None

[Edit](#)

Roommate Preferences

Priority 1 Roommate Name (wiD#): None
Priority 2 Roommate Name (wiD#): None
Priority 3 Roommate Name (wiD#): None
Do you smoke or use other tobacco products? No
Do you object to living with a roommate(s) who is a smoker or uses other tobacco products? Yes

[Edit](#)

[< Back](#) [Next >](#)

Click Here

Contact us Emergency Statements and disclosures
Kansas State University Manhattan, KS 66506 785-532-6011 Kansas State University

f t y g

The screenshot shows a web browser window with the URL <https://hmsweb.housing.k-state.edu/residentportal/ApplyPayment.asp?Function=225>. The page header features the Kansas State University logo and a navigation bar with links like 'Housing Website', 'Res Center', 'New Tab', 'Webmail', 'KSIS', 'Ordering Options', 'CASHNet', 'ECI', 'Cashiers Office', 'KEAS', 'Dashboard', 'AWAYA', 'PCS', and 'Res Hall Check In'.

The main content area is titled 'Contract > Payment Choice' with a sub-link 'Test T. Male > Review'. Below this is a progress bar with 9 steps, where step 8 is highlighted in yellow. The text 'Proceed with Payment' is displayed.

A reminder section states: 'Reminder: The contract is not complete until Housing and Dining Services receives your payment.' It lists three bullet points:

- This contract requires an initial payment that will be applied to the first semester's housing cost.
- The final room and board cost will be determined upon selection of a specific space from those available during the Choose Your Experience - Room Selection process.
- Questions regarding this contract or housing and dining options should be referred to Housing and Dining Services at 785-532-6453.

Below the reminder, the payment amounts are listed:

- \$30 - Application processing fee (non-refundable)
- \$200 - Contract initial payment (refundable in full until June 1)
- \$230 - Total payment due at this time.

At the bottom of the payment section, there are two buttons: 'Pay \$230.00 Now' and 'Pay by Cash or Check Offline'. A red arrow with the text 'Click Here' points to the 'Pay \$230.00 Now' button.

On the left side of the page, there is a sidebar with links: 'My Home', 'Find Roommate', 'Create Housing Maintenance Request', 'Buy Cat Cash', 'K-State WebMail', and 'Logout'. Below this is a 'Contact Us' section with the address '104 Pittman Building, Manhattan, KS 66506', phone numbers '785-532-6453' and '888-568-5027 toll free', fax '785-532-6855', and email 'housing@k-state.edu'. At the bottom of the sidebar, it says 'Important: Learn how to protect yourself from Email scams'.

The footer contains links for 'Contact us', 'Emergency', and 'Statements and disclosures', along with the address 'Kansas State University, Manhattan, KS 66506', phone number '785-532-6011', and social media icons for Facebook, Twitter, YouTube, and Google+.

Contract > Payment Choice

https://hmsweb.housing.k-state.edu/residentportal/ApplyPayment.asp?Function=225

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

KANSAS STATE UNIVERSITY

My Home
Find Roommate
Create Housing
Maintenance Request
Buy Cat Cash
K-State WebMail
Logout

Contact Us

Housing and Dining
104 Pittman Building
Manhattan, KS 66506
785-532-6453
888-568-5027 toll free
785-532-6855 fax
housing@k-state.edu

Important :
Learn how to protect
yourself from Email scams

Contract > Payment Choice

Test T. Male > Review

1 2 3 4 5 6 7 8 9

Proceed with Payment

Reminder: The contract is not complete until Housing and Dining Services receives your payment.

- This contract requires an initial payment that will be applied to your account.
- The final room and board cost will be determined upon selection of your room and board plan.
- Questions regarding this contract or housing and dining services should be directed to the Housing and Dining Services office at 785-532-6453.
- Questions regarding the student's billing account should be directed to the Student Accounts office at 785-532-6317.

\$30 - Application processing fee (non-refundable)
\$200 - Contract initial payment (refundable in full until June 1st)
\$230 - Total payment due at this time.

Pay \$230.00 Now Pay by Cash or Check Online

Confirm
You will be redirected to a third-party to complete your payment.

Click Here

Ok Cancel

Contact us Emergency Statements and disclosures
Kansas State University Manhattan, KS 66506 785-532-6011 Kansas State University

f t y w g+

CASHNet

https://commerce.cashnet.com/cashnet/spa/checkout/step/payment

Housing Website Res Center Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

Kathy Van Steenis, Kathy M

K-State Housing and Dining Services

ORDER SUMMARY

Step 1 of 2: PAYMENT METHOD

All fields required unless marked (optional)

☒ Credit Card

Credit Card Number

Credit Card Expiration

December 2019

Cardholder Name

Billing Address

104 Pittman Building

City

Manhattan

State / Province

Kansas

Zip / Postal Code

66502

Country

United States

PREVIOUS

Click Here

NEXT

CANCEL MY TRANSACTION

	AMOUNT
	\$230.00
	\$230.00
	\$230.00

Use of Personal Information v18bce-000A
spa_checkout_2019.3(Build 1020)

[Click Here](#)

CASHNet x +

https://commerce.cashnet.com/cashnetg/spa/checkout/step/confirm 80% Search

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In Kathy Van Steenis, Kathy M

K-State Housing and Dining Services

PAYMENT METHOD REVIEW AND CONFIRM

Step 2 of 2: REVIEW AND CONFIRM

All fields required unless marked (optional)

PAYMENT METHOD Edit

Visa ending in 3501
Credit Card Expiration: 1022
Kathy Van Steenis
104 Pittman Building
Manhattan, Kansas 66502

ENTER EMAIL ADDRESS

kathyvs@k-state.edu

PREVIOUS

Select all the images as indicated

Select all images with chimneys

VERIFY

ORDER SUMMARY

ITEM	AMOUNT
HOUSING & DINING	\$25.00
Subtotal	\$25.00
Total	\$25.00

PLEASE do **NOT** close your browser window until you see the contract complete page (see next slide)

Use of Personal Information notice-0011
This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.
spa_checkout_2020.7(Built 1013)

Contract > Complete

https://hmsweb.housing.k-state.edu/residentportal/ApplyComplete.asp?Function=225&amountPaid=230

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

KANSAS STATE UNIVERSITY

Contract > Complete
Test J. Male

1 2 3 4 5 6 7

You have successfully completed your contract. The payment of \$230.00 was successful. Please allow 10-15 minutes to receive your confirmation email. Housing and Dining Services will be sending email notifications about the Choose Your Experience - Room Selection Process. After receiving notification, students will be able to return to the Resident Portal, logging in with their K-State eID and password, to view their data. Housing and Dining Services encourages all residents to view their options by utilizing the [Explore Your Options](#) worksheet. If you have not found a roommate for the Fall and/or Spring semester, please utilize the free Room Sync - Roommate matching system.

[Explore Your Options](#) Room Sync - Roommate S

Explore Your Options is a tool to help perspective residents compare the amenities and costs of the various living and dining options that Kar

[Explore Your Options](#)

Explore Your Options Worksheet

Watch later Share

Click Here

Home

Once you receive this message: "You have successfully completed your contract, click the Home button

Housing and Dining Services - Resident Portal
Test T. Male

Welcome to the Housing and Dining **Resident Portal**.
Here you can complete Housing and Dining applications and contracts for K-State Residence Halls, Jardine Apartments or Dining Services. Please contact Housing and Dining Services if you have any questions or need assistance with any of the options below.

To view sample Residence Hall contract [click here](#).

Please make sure to select the correct term / link to proceed.

Residential Contract – Completed on mm/dd/yyyy

K-State Residence Halls August 2021-May 2022
Residential Contract - Completed on 12/2/2020
[Cancel Contract](#)
[Edit Contract](#) [View Contract](#) [Assignment Info](#)

Step 2: Click **Logout**

Step 3: Return on a later date to edit your contract and review all of your selections
(Editing your contract will not change your submission date and time.)

AFTER DECEMBER 7

The screenshot shows the website <https://housing.k-state.edu> in a browser window. A red box highlights the URL in the address bar with the text "Go to: www.housing.k-state.edu". A red arrow points to the "Resident Portal" button on the right side of the page with the text "Click Here". The website features a purple header with the Kansas State logo and navigation links. The main content area includes a welcome message, a "Welcome to the Department of Housing and Dining Services at Kansas State University!" section, a "COVID-19 Updates" section, and a "Resident Portal" section. The left sidebar contains links to various services like "Apply for Housing", "COVID-19 Updates", "Construction Updates", "About Us", "Dining Center Menus", "Computer and Internet Help (ResNet)", "Parents", "Retail Locations", "Employment", "News", "Meeting and Event Accommodations", "Multicultural Student Resources", "Shuttle Service Schedules", "Roommates Roomsync", and "Sample Housing Contracts". The right sidebar includes a "Resident Portal" button, a "Housing Information Request Form" button, an "Explore Your Options" button, a "QS STARS RATING SYSTEM" badge, and a "Tweets by @KStateHDS" section.

Go to: [www.housing.k-state.edu](https://housing.k-state.edu)

Click Here

Resident Portal

Housing Information Request Form

Explore Your Options

QS STARS RATING SYSTEM

Tweets by @KStateHDS

KStateHDS @KStateHDS

Our pleasure! We look forward to feasting with our K-State community again soon. https://twitter.com/KSU_Foundation/status/1331629402917101569

Nov 25, 2020

KStateHDS @KStateHDS

Learn to capitalize on your strengths in a supportive community of new K-Staters like you! @KState <https://twitter.com/brookshetle/status/1330925725772374017>

Embed View on Twitter

Events

Housing and Dining Services - Resident Portal

https://hmsweb.housing.k-state.edu/residentportal/Default.asp

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

KANSAS STATE UNIVERSITY

[My Home](#)
[Find Roommate](#)
[Create Housing Maintenance Request](#)
[Buy Cat Cash](#)
[K-State WebMail](#)
[Logout](#)

Contact Us
Housing and Dining
104 Pittman Building
Manhattan, KS 66506
785-532-6453
888-568-5027 toll free
785-532-6855 fax
housing@k-state.edu

Important :
Learn how to protect
yourself from Email scams

Housing and Dining Services - Resident Portal

Test T. Male

Welcome to the Housing and Dining **Resident Portal**.
Here you can complete Housing and Dining applications and contracts for K-State Residence Halls, Jardine Apartments or Dining Services. Please contact Housing and Dining Services if you have any questions or need assistance with any of the options below.

To view sample Residence Hall contract [click here](#).

Please make sure to select the correct term / link to proceed.

**AFTER December 7,
please come back to your
Resident Portal and
review your selections
and make any edits.**

K-State Residence Halls August 2021-May 2022
Residential Contract - Completed on 12/2/2020
[Cancel Contract](#)
[Edit Contract](#) [View Contract](#) [Assignment Info](#)

Click Here

Contact us Emergency Statements and disclosures
Kansas State University Manhattan, KS 66506 785-532-6011 Kansas State University

f t y g+

Residential Contract - Housing Options

Test T. Male

Home | Housing Options | CAT Community Options | Roommate P

Do you need housing during the break periods?

Housing during the university break periods (Fall, Winter and Spring) will be added to the fall semester billing. The corresponding amount will be added to the fall semester billing.

Meal service is not available in the dining centers during break periods except for limited meal service during Winter Break 2. Specific dates and times for meals during Winter Break 2 will be available a few weeks prior to the break.

Select the break periods you need housing on campus.

- ☐ Fall Break (11/20/2021 - 11/28/2021) - \$175.00
- ☐ Winter Break 1 (12/18/2021 - 01/04/2022) - \$300.00
- ☐ Winter Break 2 (01/05/2022 - 01/16/2022) - \$500.00
- ☐ Spring Break (03/12/2022 - 03/20/2022) - \$175.00

Specialty Housing Options

Please select if you want more information about specialty housing.

- ☐ Honors House

What meal plan would you like to have?

	ALL ACCESS	ANY 14
Meals*	Unlimited dining center access 5 On-the-Go meals per week	14 meals per week
GUEST PASSES	5 per semester	2 per semester
RETAIL DISCOUNT**	5%	N/A

Select the page you want to edit at the top and then make your changes.

Residential Contract - Housing X +

https://hmsweb.housing.k-state.edu/residentportal/Preferences2.asp?Function=227

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

Select the break periods you need housing on campus.

- ☐ Fall Break (11/20/2021 - 11/28/2021) - \$175.00
- ☐ Winter Break 1 (12/18/2021 - 01/04/2022) - \$300.00
- ☐ Winter Break 2 (01/05/2022 - 01/16/2022) - \$500.00
- ☐ Spring Break (03/12/2022 - 03/20/2022) - \$175.00

Specialty Housing Options

Please select if you want more information about specialty housing.

- ☐ Honors House

What meal plan would you like to have?

	ALL ACCESS	ANY 14
Meals*	Unlimited dining center access 5 On-the-Go meals per week	14 meals per week
GUEST PASSES	5 per semester	2 per semester
RETAIL DISCOUNT**	5%	N/A
COST***	\$2,450 per semester	\$2,140 per semester

*A meal, as defined for the purpose of the meal plan, is any dining center entrance or On-the-Go food and drink purchase.

**Retail Discount available at participating [Housing and Dining Services marketplace retail locations](#).

***Rates are pending Board of Regents approval.

☒ All Access
☐ Any 14

Click Here 

Save Changes

Be sure to Save Changes

f t y g+

Residential Contract - CAT Community Options

Test T. Male

Home | Housing Options | CAT Community Options | Roommate Preferences

Residential CAT Community Options

Follow this link to learn about [CAT Communities](#).
Students participating in the residential Cat Communities will select first in the Choose Your Experience Room Selection Process.

Are you interested in living in a Residential CAT Community?

☒ Yes
☐ No

Select CAT Communities (up to two) that you would like more information about.

1	2
☒	☐ Find Your Fit
☐	☐ First in the Family
☐	☒ Hope and Resilience Through Fandom
☐	☐ Kibble Tech: The Science of Food for Pets
☐	☐ Pop Culture and Society
☐	☐ Pre-Med
☐	☐ Psychology of Prejudice
☐	☐ Strengths
☐	☐ What Not to Wear: The Psychology of Fashion

[Click Here](#) [Save Changes](#)

Be sure to Save Changes

On this edit page, select which CAT Community you want to learn more about

Residential Contract - Roommate X

https://hmsweb.housing.k-state.edu/residentportal/Preferences3.asp?Function=227

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

KANSAS STATE UNIVERSITY

My Home
Find Roommate
Create Housing
Maintenance Request
Buy Cat Cash
K-State WebMail
Logout

Contact Us

Residential Contract - Roommate Preferences

Test T. Male

Home | Housing Options | CAT Community Options | Roommate Preferences | Information Disclosure

Roommates

Type the Wildcat ID (WID) and click + to add a roommate /Click - to delete a roommate.
You may add up to three roommate preferences. **Unconfirmed roommates will not show up when you begin the Choose Your Experience Room Selection Process.** **information, you can complete your contract and still come back to add a roommate later.**

Roommate 1 WID: 806191563 - HDS Test 2 Male [Unconfirmed]

Roommate 2 WID: +

Roommate 3 WID: +

IF CONFIRMING A ROOMMATE AFTER A ROOM IS SELECTED:
Confirming the roommate alone does NOT add a student to a previously selected room reservation. The student who completed the original reservation MUST update roommates to the selected room.

Choose Your Experience Profile

Housing and Dining Services recommends using the free RoomSync roommate matching application to find a roommate. This brief profile will be used as a quick ref during the room selection process.

Student Name: HDS Test 1 Male
Age:(as of 8/21/2021) 25
Major: BUSINESS

* Do you smoke or use other tobacco products? No

* Do you object to living with roommate(s) who smoke or use other tobacco products? Yes

☐ I wish for my name only to be displayed in the room selection process. I understand this may limit my ability to be paired with a compatible

[Click Here](#) [Save Changes](#)

On this edit page, enter the Wildcat ID# of your preferred roommates.

Unconfirmed Status: Ask your preferred roommate to preference you on their contract

Confirmed Status: Each of you have preferenced each other.

Do you need to change your smoking preferences?

Residential Contract - Information Disclosure

Test T. Male

Home | [Housing Options](#) | [CAT Community Options](#) | [Roommate Preferences](#) | [Information Disclosure](#)

Information Disclosure

In compliance with provisions of federal law, Housing and Dining Services cannot release information contained in educational records without specific consent from the student. This consent is valid only for information contained in the student's Housing and Dining Services account (Account) during this contract Term. (8/21/2021 - 5/14/2022)

For the purpose of responding to inquiries concerning my account, this release authorizes Housing and Dining Services to discuss the student's Account information only with the individuals listed.

☐ I do NOT consent to the disclosure of information contained in my Account to any individual.

☒ I hereby consent to the disclosure of information contained in my Account to the individuals listed.

Name 1:

Name 2:

Name 3:

Save Changes

Don't forget to update the VERY important Information Disclosure section if you want us to be able to talk to anyone other than the Resident about this contract.

Housing and Dining Services - Resident Portal

Test T. Male

Welcome to the Housing and Dining **Resident Portal**.
Here you can complete Housing and Dining applications and contracts for K-State Residence Halls, Jardine Apartments or Dining Services. Please contact Housing and Dining Services if you have any questions or need assistance with any of the options below.

If you decide to cancel your contract, please click the Cancel Contract link below.

K-State Residence Halls August 2021-May 2022
Residential Contract - Completed on 12/2/2020
[Cancel Contract](#)
[Edit Contract](#) [View Contract](#) [Assignment Info](#)

Click Here

Contact us Emergency Statements and disclosures
Kansas State University Manhattan, KS 66506 785-532-6011 Kansas State University

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Residential Contract Cancellation

https://hmsweb.housing.k-state.edu/residentportal/ApplyCancel.asp?Function=230

Housing Website Res Center New Tab Webmail KSIS Ordering Options CASHNet ECI Cashiers Office KEAS Dashboard AVAYA PCS Res Hall Check In

KANSAS STATE UNIVERSITY

My Home
Find Roommate
Create Housing
Maintenance Request
Buy Cat Cash
K-State WebMail
Logout

Residential Contract Cancellation

Test T. Male

Housing and Dining Services retains the right to determine the method of refund. Refunds can take up to 4-6 weeks from the time the contract cancellation form is received. Please contact us for specific questions about a refund.

☒ I, officially request cancellation of my contract for the reason noted below. I understand I am liable for the terms and conditions of my contract and submission of this form after June 1, will result in cancellation fees.

*Reason for cancelling: -- Select a Reason --

Click Here

Click Here

Click Here

Cancel My Contract

785-532-6453
888-568-5027 toll free
785-532-6855 fax
housing@k-state.edu

Important :
Learn how to protect
yourself from Email scams

The deadline to cancel your contract and receive a full refund of your initial payment is **June 1, 2021**. After June 1, 2021 a \$200 cancellation fee will apply.

Contact us Emergency Statements and disclosures
Kansas State University Manhattan, KS 66506 785-532-6011 Kansas State University

f t y g

If you have any questions regarding the contract, please do not hesitate to contact Housing and Dining Services at
785-532-6453 or
housing@k-state.edu