2020-2021 Residence Hall Contract
Dear Resident,
The K-State Residence Hall contract for 2020-2021 academic year will go live on December 5, 2019 at 3:00PM.

If you are choosing to do a contract on December 5 at 3:00PM, please be aware the system will run a little slower than normal due to the high number of users trying to access the site all at the same time.

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 also anticipated you have already completed the Housing Information Request Form which is available now.

An important note: 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 5, 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, 2020.

We thank you in advance for your patience during this anticipated busy time.
To complete the contract quickly, we encourage you to think through these questions ahead of time:

1) What meal plan would I like to select? The All Access, Any 14 or the Any 12+$150 dining dollars.
2) Information Disclosure: Who would you like to add to your contract as someone we can speak to about your specific contract.
3) Be prepared to click that you understand and agree to the Terms and Conditions of the contract.
4) Be prepared to answer the Felony Question with a Yes or NO response.
5) Have your credit or debit card out and ready to use.
Some important things to note:

- The home page of the Resident Portal will look different on December 5 from 12-5PM to allow for faster processing time of the pages.

- We recommend you complete the contract on a desktop computer or laptop. Mobile devices are not recommended.

- We ask that you click the buttons only once. Clicking or refreshing the screen multiple times will only add additional processing time.

- You will not submit any hall or room type preferences on this contract. You will select your specific hall and room in April/May.

We look forward to welcoming you to K-State next fall.
Go to: www.housing.k-state.edu

Interested in Living on Campus at K-State? (New Residents)

If you're not currently living in one of our communities but would like to sign up for 2020-2021 academic year housing in one of our residence halls, please follow these steps. (Students must be admitted to the university with a verified k-state.edu e-mail to complete these.)

Optional: Complete the Housing Information Request Form*

- This is available in the Resident Portal beginning Sept. 13 and can be completed at any time. No payment is required.

The single purpose of the Housing Information Request Form is to notify Housing and Dining Services that you will like to receive more information about the residence hall contract process that will begin in December.

*When this contract becomes available in December, this form no longer be needed and will not be shown as an option in the Resident Portal.

Step 1: Complete the Residence Hall Contract

- The residence hall contract will be available to complete beginning at 3 p.m. Dec. 3, 2019. Students can then complete the contract and submit the minimum $220 contract payment. The amount consists of a $10 non-refundable reservation fee and a refundable $210 initial
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.
On December 5 from 12PM to 5PM you will see a simplified screen in the Resident Portal. This is intentional to try and process all of the requests in the most time efficient manner possible.
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.

Continue to Contract
**Do you need housing during the break periods?**

Housing during the university break periods (Fall, winter and spring) is available only in Marlett 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 (11/22/2020 - 11/29/2020) - $175.00
- [ ] Winter Break 1 (12/20/2020 - 1/4/2021) - $300.00
- [ ] Winter Break 2 (1/8/2021 - 1/16/2021) - $500.00
- [ ] Spring Break (3/13/2021 - 3/21/2021) - $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
REQUIRED: Select a Meal Plan:

- All Access
- Any 14
- Any 12 + $150 Dining Dollars

Choose one

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

You can also update this in the edit portion of your contract.
Contract Terms and Conditions

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. Eligibility. In order to be and remain eligible to live in campus housing, the Resident must be enrolled at Kansas State University. For avoidance of doubt, but without limiting other branches, any failure to enroll or continue to be enrolled is a breach of this contract.

4. Term. The term of this contract is from the date this contract is submitted by the Resident through May 13, 2021 (“Term”). A Resident is bound by this contract for the entire Term.

5. Occupancy. A Resident may occupy the Residential Space only during the Occupancy Period. The “Occupancy Period” is for the 2020-2021 academic year (fall and spring semesters), beginning on Saturday, August 22, 2020, 10:00 a.m. (“Opening Date”), or a later date of initial occupancy if pursuant to section 5g below, whichever is later, and ending when the University acknowledges that the Resident has vacated the Residential Space.

6. Notice of Resignation. The Resident may resign this contract by providing written notice to Housing and Dining Services. The date of receipt shall be the date of resignation.

7. End of Term. The contract is terminated at the end of the Term, unless renewed.

8. Right of Entry. The University reserves the right to enter the Residential Space at reasonable times and for reasonable purposes.

9. Indemnification. The Resident agrees to indemnify and hold the University harmless from any and all claims, demands, or liabilities arising from or incidental to the Resident’s possession or use of the Residential Space.

10. Dispute Resolution. Any dispute arising out of or in connection with this contract shall be resolved through mediation.

11. Governing Law. This contract shall be governed by and construed in accordance with the laws of the State of Kansas.

12. Entire Agreement. This contract constitutes the entire agreement between the University and the Resident and supersedes all prior agreements and understandings, whether written or oral.

13. Waiver. The failure of either party to enforce any of the provisions of this contract shall not be deemed a waiver of such provision.

14. Amendment. This contract may not be amended or modified except in writing signed by both the University and the Resident.

15. Severability. If any provision of this contract is held to be unenforceable, the remainder of this contract shall remain in full force and effect.

16. Counterparts. This contract may be executed in counterparts, each of which shall be deemed an original.

17. Assignment. The Resident shall not assign this contract without the prior written consent of the University.

18. Binding Effect. This contract is binding on the Resident and the University and their respective heirs, successors, and assigns.

19. Notice. All notices required or permitted to be given hereunder shall be in writing and shall be deemed given when delivered personally, or by certified mail, postage prepaid, to the University or the Resident at the last address shown.

20. Indemnification. The Resident agrees to indemnify and hold the University harmless from any and all claims, demands, or liabilities arising from or incidental to the Resident’s possession or use of the Residential Space.

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Please note the important early termination policies in sections 17 and 18 (highlighted in yellow).

Specifically note:
The deadline to cancel without penalty is June 1, 2020.

Early termination after occupancy could result in a buyout charge up to 50% of the remaining academic year contract.
You will be required to answer these two questions at the end of your Terms and Conditions page.

See next page
BE ADVISED – When you click this button, you are obligating yourself to a legally binding contract.
Enter your Credit Card Number
Expiration Date
Cardholder Name
Billing Address

Click Here
Do **NOT** close your browser window until you see the contract complete page (see next slide).
Once you receive this message: “You have successfully completed your contract, THEN click the Home button.”
Step 1: Check again to make sure you see this message:
Residential Contract – Completed on mm/dd/yyyy

Step 2: Click Logout

Step 3: Return on a later date to edit your contract and review all of your selections
AFTER DECEMBER 5
Go to: www.housing.k-state.edu
AFTER December 5, please come back to your Resident Portal and review your selections and make any edits.
On this edit page, select which section you would like to make an edit.
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.
If you decide to cancel your contact, please click the Cancel Contract link below.
The deadline to cancel your contract and receive a full refund of your initial payment is **June 1, 2020**. After June 1, 2020 a $200 cancellation fee will apply.
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