

# CONTRACT

office copy | terms and conditions | summer 2014

## Length of Contract

This contract is for a space in the on-campus housing system and a dining services option for summer 2014. The term "summer" as used throughout the F.Y.I. and contract refers to the 13-week period beginning May 18, 2014, and ending August 15, 2014. Any student needing to live on campus after August 15, 2014, must have a 2014–2015 Academic Year Contract with Housing and Dining Services. This contract is nontransferable. The student agrees that if they are not enrolled, this contract is terminated and they are required to move from the space.

Date of Arrival \_\_\_\_\_ 2014  
day of week (e.g., Monday, Tuesday, etc.)      month      day

Date of Departure \_\_\_\_\_ 2014  
day of week (e.g., Monday, Tuesday, etc.)      month      day

Meal Plan requested:  20-Meal Plan     15-Meal Plan     10-Meal Plan

Occupancy requested:  Single-Occupancy Bedroom  
 Double-Occupancy Bedroom

## Payment Plan

The student agrees to accept the assigned space in the on-campus housing system and pay the amount indicated in this section. See the F.Y.I. handout for specific information on meal plan options. The 13-week contract time frame begins May 18, 2014, and ends August 15, 2014. Sunday is the start of the weekly rate. For a variety of reasons, students may have a need to arrive or depart on a day that is not a Sunday. The additional per-day room and board fee for a double bedroom is \$35. For a double-as-single bedroom, the additional per-day room and board fee is \$50. If you are arriving before the date you stated on this contract and/or departing later than the date stated on this contract, please contact the summer school coordinator and Housing and Dining Services office at least three days in advance of the date change to complete a change form. Failure to do so may result in a \$75 improper check-in/check-out fee. Note that if you depart prior to the date on this contract, you may also be subject to the \$200 cancellation fee as stated on Page 2 of this contract.

Single occupancy bedrooms may be limited in availability and we may not be able to accommodate all requests for single bedrooms.

Rates are for a standard double and standard double-as-single occupancy bedroom and meal service.

	20-Meal Plan		15-Meal Plan		10-Meal Plan	
	Single	Double	Single	Double	Single	Double
<input type="checkbox"/> 13 weeks *	\$4,810	\$3,185	\$4,745	\$3,146	\$4,706	\$3,107
<input type="checkbox"/> 12 weeks *	\$4,440	\$2,940	\$4,380	\$2,904	\$4,344	\$2,868
<input type="checkbox"/> 11 weeks *	\$4,070	\$2,695	\$4,015	\$2,662	\$3,982	\$2,629
<input type="checkbox"/> 10 weeks *	\$3,700	\$2,450	\$3,650	\$2,420	\$3,620	\$2,390
<input type="checkbox"/> 09 weeks *	\$3,330	\$2,205	\$3,285	\$2,178	\$3,258	\$2,151
<input type="checkbox"/> 08 weeks *	\$2,960	\$1,960	\$2,920	\$1,936	\$2,896	\$1,912
<input type="checkbox"/> 07 weeks *	\$2,590	\$1,715	\$2,555	\$1,694	\$2,534	\$1,673
<input type="checkbox"/> 06 weeks *	\$2,220	\$1,470	\$2,190	\$1,452	\$2,172	\$1,434
<input type="checkbox"/> 05 weeks *	\$1,850	\$1,225	\$1,825	\$1,210	\$1,810	\$1,195
<input type="checkbox"/> 04 weeks *	\$1,480	\$980	\$1,460	\$968	\$1,448	\$956
<input type="checkbox"/> 03 weeks *	\$1,110	\$735	\$1,095	\$726	\$1,086	\$717
<input type="checkbox"/> 02 weeks *	\$740	\$490	\$730	\$484	\$724	\$478

\*The full amount or \$200 is due with contract. Any remaining amount is assessed on the student's university billing account and due as specified.

Please Print

Name \_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_  
 Wildcat ID No. (WID) \_\_\_\_\_ Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
 Home Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip+4 \_\_\_\_\_

Summer 2014 Classification:  
 GRAD     FR     SO     JR     SR  
 OTHER

### Student's University Billing Account

All Housing and Dining Services charges incurred by a student, with the exception of the amount paid with this contract, will be charged to the student's university billing account. **Questions regarding the student's university billing account should be referred to the Cashiers and Student Accounts office (785-532-6317).**

### Default

Any unpaid balance existing after a due date will result in a hold being placed on the student's university billing account and academic records, denial of enrollment and of space in the housing system, and may result in additional fees and referral to a collection agency.

### Room Occupancy

**Nonoccupancy of assigned space by a student enrolled at the university does not terminate this contract.** A student who fails to enroll and fails to notify Housing and Dining Services of cancellation in writing is assessed a \$200 cancellation fee.

The university may reassign residents or adjust room occupancy during official recess; in the event of an epidemic, disaster or renovation; or in response to changing room occupancy needs. **Though the location of summer school housing may be open prior to a student's arrival date, no student is allowed to occupy a room prior to the start of their classes except by special permission from the director of Housing and Dining Services or an authorized designee of the director.** A nondisabled student occupying a room modified for a student with a disability may be required to change rooms if there is a need to use the assigned room.

### Right of Entry

The student agrees to allow periodic/emergency access to their room by authorized personnel to determine if university property is being maintained satisfactorily, and to ensure the protection of the health and safety of all residents.

### Student Account Information Release

In compliance with provisions of federal law, Housing and Dining Services cannot release information contained in educational records, including information on records pertaining to a student's housing account, without specific written consent from the student. This release authorizes Housing and Dining Services to discuss the student's housing account only with the individuals listed below. Changes must be received in writing before inquiries from other persons are answered.

***I hereby consent to the disclosure of information contained in housing account records to those individuals listed below for the purpose of responding to inquiries concerning my account. This consent is valid for the dates agreed to in the terms of this contract.***

Student's Name (please print) \_\_\_\_\_

Student's Signature \_\_\_\_\_

Please print names of individuals, other than the student, authorized to receive housing account information.

\_\_\_\_\_  
\_\_\_\_\_

### Vaccinations/Immunizations

It is the policy of the Board of Regents of the State of Kansas that incoming students residing in student housing at a Regents institution be vaccinated for meningitis or sign a waiver refusing receipt of the meningitis vaccine.

Kansas State University is a Regents institution and is subject to the above policy. By signing this contract, you agree either to receive the meningitis vaccine or sign the appropriate waiver for said vaccine as an express condition of this contract. You recognize and acknowledge that your refusal to comply with the meningitis vaccine policy will be considered a breach of this contract with all potential consequences for a contractual breach available to Kansas State University. Your signature on this contract further authorizes the sharing of your or your child's private medical information, with regard to the receipt or nonreceipt of the meningitis vaccine, between Lafene Health Center and Kansas State University Housing and Dining Services for the purpose of implementing this policy.

### Cancellations

**This contract is binding as long as the student is officially enrolled at Kansas State University during the summer.** It may be cancelled by the student according to the following guidelines:

Request postmarked May 16, 2014, or earlier: Full refund of contract payment

Request postmarked May 17, 2014, or later: Refund of contract payment less a \$200 cancellation fee

**All requests to cancel contracts must be submitted in writing with the student's signature to the Housing and Dining Services office in person, via fax (785-532-6855) or via the U.S. Postal Service. Cancellations processed via e-mail or through other university offices are not valid.** A contract cancellation form can be found in this packet.

The undersigned understands and agrees that if they leave the facility prior to the date stated on the contract, they must pay the daily rate plus a \$200 cancellation fee. Please refer to "Payment Plan" on Page 1 for more information pertaining to arrival and departure dates.

## Claims Against the University

The undersigned understands and agrees that: (1) Housing and Dining Services and Kansas State University are not responsible for loss of or damage to, from any cause, the student's property or any person's property in the on-campus housing facilities and/or dining centers, (2) Housing and Dining Services and Kansas State University are not responsible for injury to the student, their family or guests which might result from use of the on-campus housing facilities and/or dining centers, (3) the student will provide their own protection against loss of or damage to their personal belongings, and (4) Housing and Dining Services, Kansas State University, and the State of Kansas, their offices, agents, and employees, are hereby released from all liability for personal injury or property damage arising from use of the on-campus housing facilities and/or dining centers, including liability for negligence.

## Vacating Halls

Rooms must be vacated within 24 hours of the student's last final examination or class of each session, by official withdrawal from classes, or the August 15, 2014, deadline stated in this contract, whichever comes first. A student leaving the on-campus housing system must officially check out with summer session housing staff to stop additional daily charges from accruing. An official check-out includes cleaning your room, returning all keys, completing a forwarding address card for the mailroom, being accountable for all room damages and having your housing staff conclude the checkout process. Failure to complete these procedures results in charges for improper checkout, lock replacement, damages that have been assessed, and daily accrued charges being assessed to the student's university billing account. The undersigned understands and agrees that Housing and Dining Services may dispose of all items lost or abandoned by a student 14 days after the student's departure.

## Contract Termination

This contract may be modified or terminated at the discretion of the director of Housing and Dining Services or an authorized designee of the director. A student is given notice and an opportunity to discuss with the director, or an authorized designee of the director, and a representative of the Office of Student Life the basis for any proposed modification or termination of this contract. Reasons for modification or termination include, but are not limited to: failure of the student to comply with the terms of this contract or be formally enrolled at the university; involvement of the student in actions or activities detrimental to the health, safety, welfare, or security of self or other residents, or disruptive of the on-campus housing community. If the contract is terminated for one of the reasons above, the student is required to pay the remainder of the contract based on the terms found in the **cancellation** section of this contract.

In addition, Housing and Dining Services reserves the right to terminate or modify the terms of this contract when the director of Housing and Dining Services or an authorized designee of the director learns a resident has been charged with or convicted of a crime or crimes against persons or involving any other conduct that may threaten the safety or security of other residents. Modification of the contract may include, but is not limited to, moving the student to another university housing facility or restricting the student's access to housing facilities. If this contract is terminated under the terms of this paragraph, the student's payment obligation shall be prorated to the date of termination.

## Felony

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?

Yes

No

## Payment Instructions

**Payment must be sent with this contract, regardless of financial aid status, scholarships, etc. Contracts received without appropriate payment are returned.** Contact Housing and Dining Services if you need to make special arrangements for payment. Check below for the type of payment for this contract. Please enclose a check or money order (payable to Housing and Dining Services) for payment with this contract or contact Housing and Dining Services at 785-532-6453 to make a credit card payment over the phone. Housing and Dining Services hours for credit card transactions are Monday through Friday 8:30 a.m. to 4:30 p.m. Central Standard Time.

Check enclosed     Money order enclosed

Will call to make credit card payment

**Contract is not valid until payment is received.**

*Please complete the "Contract Signature(s)" section on the back of this page.*

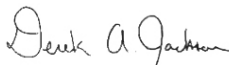
**Contract Signature(s)**

***I have read, fully understand and agree to the terms, conditions and policies of this contract and all documents included with the contract. I specifically understand and agree to the length, payment plan, vaccinations/immunizations, cancellation and termination sections of this contract.***

Student's Signature (must be in ink) \_\_\_\_\_ Date \_\_\_\_\_

Parent's or Guardian's Signature \_\_\_\_\_  
(required if student is under 18)

Sponsoring Organization's Signature \_\_\_\_\_  
(approved full room and board scholarship only)

Housing and Dining Services Director's Signature \_\_\_\_\_  


**Notice of nondiscrimination**

Kansas State University is committed to nondiscrimination on the basis of race, color, ethnic or national origin, sex, sexual orientation, gender identity, religion, age, ancestry, disability, military status, veteran status, or other non-merit reasons, in admissions, educational programs or activities and employment, including employment of disabled veterans and veterans of the Vietnam Era, as required by applicable laws and regulations. Responsibility for coordination of compliance efforts and receipt of inquiries concerning Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans With Disabilities Act of 1990, has been delegated to the Director of Affirmative Action, Kansas State University, 214 Anderson Hall, Manhattan, KS 66506-0124, (Phone) 785-532-6220; (TTY) 785-532-4807.

04/14-200

**Questions? Please contact:**

Housing and Dining Services  
Kansas State University  
104 Pittman Building  
Manhattan, KS 66506-4601

785-532-6453 or  
888-568-5027 (toll free)

housing.k-state.edu