

University of Maine Room and Board License 2009-2010

Eligibility: Students must be at least 17 years of age and enrolled for a minimum of nine Orono campus credit hours. Graduate student standing is verified through the Graduate School. Due to concerns with public safety, it is important that Housing Services know if residents have been convicted of a crime. Willfully misrepresenting or omitting information or failure to answer this question truthfully will result in the immediate cancellation of the housing agreement and will be considered a violation of the Student Conduct Code. Permission to live in on-campus housing and the residence halls with a conviction will be determined on a case-by-case basis dependent on the circumstances of the conviction.

Have you been convicted of a crime or adjudicated of committing a juvenile crime? Yes ____ No ____

Residence Life, Housing Services and Black Bear Dining
2009-2010 Room and Board License Terms and Conditions

1. First-year Residence Requirement: Living on campus maximizes students' opportunities for social, cultural and extracurricular involvement and is positively linked to students' persistence toward attaining a degree. Because the University of Maine (UMaine) believes that residence hall living is an educational opportunity that all new students should experience, living on campus is required for all newly admitted first-year students who are: aged 20 or younger; do not live within easy commuting distance (35 miles); and do not have exceptional circumstances that prevent this option.

2. Academic Year Term: The Room and Board License is non-transferable and covers the entire academic year (September to mid May dependent upon actual dates as posted) with two installment payments: one due in July and one due in January. The License is for the balance of the academic year if one enters after the start of the fall semester. All residents, except Doris Twitchell Allen Village/Patch Hall, are required to have a meal plan (board) for the same period. For further information about the residence halls and dining operations please visit our websites at: <http://www.umaine.edu/housing> and <http://www.umaine.edu/dining>.

3. Occupying Rooms: First-year students may occupy their rooms at the start of fall orientation, **August 28, 2009**. Upper-class students may occupy their rooms on the day prior to classes. Exact times and dates will be announced. For the spring semester students may return to their rooms on **Sunday, January 10, 2010 beginning at 10:00 a.m.** Graduating seniors and graduate students receiving advanced degrees may remain in their rooms until 5:00 p.m. on the day of graduation. All other residents must check out of their rooms within twenty-four (24) hours of their last class or final examination.

4. Room assignments and consolidation: The University, in its sole discretion, reserves the right to make room assignments and reassignments as it deems necessary. Sometimes, through no fault of their own, students lose their roommate during the semester. Students in double rooms whose roommate leaves will have the option, space permitting, to purchase the double room at the single rate for the remainder of the current semester. In order to assist students who do not wish to assume the additional cost of occupying a double room as a single, those students will be consolidated with other students who do not wish to assume additional cost. **Students cannot occupy a double room by themselves at the double rate while other students are paying a double as a single surcharge.** If a student loses their roommate, their room charge will change to a single rate after ten (10) days unless the student contacts Housing Services to seek consolidation with another student who also does not wish to pay a single rate. At times, it may be necessary to house students in emergency spaces. Students will be made aware, upon occupancy, that their assignment is temporary. There are no discounts or credits given for temporary assignments. Students will be given a minimum of forty-eight (48) hours to move when permanent assignments are made.

5. Room Changes: Room changes are not permitted in the **first and last** two weeks of the fall and spring semesters. **All** room changes must be authorized and approved by **both** the Community Coordinator of your residence hall **and** the Housing Director. Unauthorized room changes may result in a conduct hearing and a fine of \$100.00. A Room Freeze will be in effect during the first and last two weeks of each semester. No room changes are to occur during a Room Freeze.

6. Check-out Procedures: All residents are expected to follow proper check-out procedures as outlined in *The Guide to Campus Living*. Failure to follow proper check-out procedures will result in an administrative fee of \$100.00.

7. Meal Plan Changes: Students may change their dining options **only** once during the **first six weeks** of each semester.

8. Room Cancellation: Students who cancel the Room and Board License and remain students at the University of Maine, **prior to July 13, 2009** will be assessed a room cancellation fee of **\$150.00**. If a student cancels **after July 13, 2009** or if the student fails to move in when the residence halls open, a room cancellation fee of **\$500.00** will be charged. Students who cancel the Room and Board License and remain students at the University of Maine **after the residence halls open** August 28, 2009 will be assessed a room **cancellation fee based on the room cancellation fees schedule** on the Housing Services website at <http://www.umaine.edu/housing>. If a student **does not check in within the first 10 days of the semester**, the room is forfeited and the student assigned will be charged a **cancellation fee based on the room cancellation fees schedule**. It is the student's responsibility to notify Housing Services **in writing, or by email, and provide documentation, if necessary**, of their intent to cancel the Room and Board License. There are no adjustments or refunds made during the last two weeks of the semester.

9. Withdrawal from the University: If a student completely withdraws from the University before the end of a semester, room and board refunds apply as follows: Room refunds prior to 1st day of class 100%; prior to the end of the 1st week 100%, prior to the end of the 2nd week 75%; prior to the end of the 3rd week 50%; prior to the end of the 4th week 25%; and after the end of the 4th week 0%. No refunds on room rates can be made for short term absences from the residence halls. Board will be calculated by the meals consumed or at the per diem rate of the plan, whichever is greater at the time of moving out of the residence hall. Any remaining balance for the board plan will be refunded.

10. Termination of Room and Board License: This License will terminate for those students who are suspended, stop attending classes (remain enrolled); or are dismissed from the University. The student will be liable for all applicable room and meal plan fees as described in this document. The student must vacate their room within 24 hours. Failure to vacate within that time and/or removing their belongings, will result in the student being held liable for all room and/ board (meal plan) charges accrued beyond the date of License termination to such date as all personal belongings and the individual have been removed. In these circumstances Federal Aid is not permitted to cover charges beyond the last day of class attendance.

11. Board Cancellation: Any student who moves out of the residence halls but remains in classes, is suspended, stops attending classes (remains enrolled), or is dismissed from the University will be charged an **administrative fee of \$150 plus** the number of

meals consumed and the dining funds spent. Meal balances for students who remain enrolled at the University of Maine will be transferred into dining funds to be used at any campus dining location through the end of the academic year. Students moving off campus **during the first four weeks of the semester** will be charged for **meals and dining funds used, an administrative fee of \$150 and an additional \$500 in dining funds** for the student's use through the end of the academic year. **All requests for refunds must be in writing or by e-mail.** No refunds will be issued after March 1, 2010.

12. Rates and Adjustments: The 2009-2010 Academic Year residence room and board rates will be available in the spring, after Board of Trustees approval as per this Room and Board License. Single rooms and double rooms occupied by one person, **when available**, are always charged at a higher rate. The financial requirements of the University, changing costs, state legislative action, and other factors may require an adjustment of the charges and expenses. The University reserves the right to make such adjustments to the estimated charges and expenses as may be necessary in the opinion of the Board of Trustees up to the date of final registration for a given academic term. The applicant acknowledges this reservation and agrees to the financial terms and conditions of the University by the submission of an application or by registration.

13. Break Housing: All students assigned to continuous housing halls pay a slightly higher room rate. This rate allows the following halls to be available to residents during all breaks, including Semester Break and Spring Break: Doris Twitchell Allen Village/Patch; Knox, York and rooms designated as non-traditional in Stodder. The remaining halls will not be available from 5:00 p.m. Friday, December 18, 2009 until 10:00 a.m. Sunday, January 10, 2010. These halls will also be unavailable from 5:00 p.m. Friday, February 26, 2010 until Noon Sunday, March 14, 2010. The residence halls that close are Androscoggin, Aroostook, Balentine, Colvin, Cumberland, Estabrooke, Gannett, Hancock, Hart, Kennebec, Oak, Oxford, Penobscot, and Somerset Halls. Limited dining service will be available during break periods; therefore, students should plan accordingly and check www.umaine.edu/dining for operational hours during breaks.

14. Use of Rooms: Residence rooms shall be used only as student-living rooms. No commercial operation is allowed in residence halls. All University owned furniture must remain in student rooms, and no personally built loft beds may be used in University owned residence halls. There is no storage space available on campus.

15. Guest Policy: The University permits visitation but not cohabitation. Guests are permitted to remain in a student room for no more than two (2) consecutive nights in a one week period and may only visit in a room with the consent of both roommates. Residents are responsible for informing their guests about campus regulations and may be held accountable for the behavior of their guests. Guests should be escorted throughout the residence halls and not permitted to remain in a student room without the student host present.

16. Safety Inspections and Maintenance: The University reserves the right to inspect residence hall rooms, apartments, and suites for health and safety reasons without notice. Auxiliary Services' authorized routine and emergency repairs may be made during the normal working day without notice. Rooms are normally inspected three times per year.

17. Insurance: The University of Maine provides no insurance for personal possessions. Students must have their own insurance or be included under their family's insurance policy.

18. Financial Responsibility: Students assigned to given rooms(s) will be held financially responsible for damages beyond normal wear and tear to the room(s) and furnishings.

19. Damages to Community Areas: Students assigned to a given residence hall will be financially accountable for damages in common areas of the hall such as elevators corridors, lobbies, lounges, restrooms, stairwells and furnishings. Where excessive or frequent damage or the need for excessive cleaning occurs, Auxiliary Services reserves the right to hold the occupants of an entire living area, floor, or hall responsible for such damages.

20. Compliance: The student agrees to pay all fees specified, to comply with all rules and regulations of the University of Maine, the provisions of *the Student Handbook*, (<http://www.umaine.edu/handbook>), the Terms and Conditions of this license, *the Guide to Campus Living*, (<http://www.umaine.edu/rfp>), *the Student Conduct Code*, and any addendum, as well as other University policies and procedures. Failure to fulfill any of the terms of the above may lead to termination of this agreement, removal from University-owned housing, and referral to the Office of Community Standards, Rights and Responsibilities. The University may immediately remove a student from the residence halls if the student presents a danger to safety or property. Students removed from University housing for disciplinary reasons will be subject to the standard room cancellation fees as those students who choose to cancel their Room and Board License agreement.

The University of Maine does not discriminate on the basis of race, color, religion, sex, sexual orientation including transgender status or gender expression, national origin or citizenship status, age, disability, or veteran status. The University will provide, upon request, reasonable accommodations to qualified individuals with disabilities.