



Residence Life Contract Terms and Conditions

addition to the amount cover by the deposit. Resident's deposit must remain on file with the University in order to renew a housing reservation for the following summer and/or academic year.

- V. HOUSING CHARGE PAYMENTS : Housing charges are billed each semester and are subject to change without notice. Each semester's housing charges will be due according to established University fee deadlines. Failure to pay the required housing charges could result in immediate removal from housing, loss of future housing priority, and/or registration and transcript blocks.
- VI. PAYMENT OF ACCOUNTS :
- A. Housing charges for the summer semesters may be made according to the payment schedules set forth by the Sam Houston State University Cashier's Office (<https://www.shsu.edu/dept/cashiers/>). Housing charges will follow University tuition payment schedules. Rates are as published in the current rate schedules and brochures and are subject to change as approved by the Board of Regents, Texas State University System.
 - B. All housing charges, fees, and damage charges are due immediately upon request and will be considered delinquent if not paid within ten (10) days. Failure to meet financial obligations to the University may result in any or all of the following non-inclusive sanctions: dismissal from the University, withholding future registration privileges, withholding the issuance of an official transcript, withholding the conferring of a degree, and/or barring readmission
 - C. If amounts become past due, the University reserves the right to report the account to the Credit Bureau. This will also initiate internal collection efforts and could cause the University to employ an outside collection agency to recover the debt. If any collection efforts must be made, the Resident will be required to pay all collection costs, including collection agency fees, legal fees, and other costs incurred in collecting the amounts due.
- VII. CANCELLATIONS :
- A. FOR SUMMER 1 OR SUMMER 1&2 TERMS: This contract must be canceled, in writing, by May 1 of the start of the Summer 1 or Summer 1&2 academic term covered by this contract, in order to receive a \$190.00 refund of the room deposit (\$200.00 less \$10.00). Cancellations received after May 1 will forfeit entire \$200.00 deposit. Residents canceling a reservation within ten (10) days of making the reservation will receive \$190.00 refund (\$200.00 less \$10.00), provided they have not accepted a key at check
 - B. FOR SUMMER 2 TERM: This contract must be canceled, in writing, by June 1 of the start of the Summer 2 academic term covered by this contract, in order to receive a \$190.00 refund of the room deposit (\$200.00 less \$10.00). Cancellations received after June 1 will forfeit entire \$200.00 deposit. Residents canceling a reservation within ten (10) days of making the reservation will receive a \$190.00 refund (\$200.00 less \$10.00), provided they have not accepted a key at check
- VIII. REFUNDS:
- A. SECURITY DEPOSIT REFUNDS: All refunds are delivered through the Resident's SHSU account. Resident hereby agrees that all security deposit refunds to the Resident will be applied to any outstanding debt to the University as follows: 1) first, to housing debts, 2) next to past due accounts and future installment payments, 3) then to any other debt owed to the University and 4) finally the Resident shall be refunded the amount in excess of a debt owed to the University in accordance with the refund policy and procedures established by the

- XIII. PRIVATE ROOMS : A private room is not guaranteed to any Resident during the academic year. However, if space permits, private rooms may be available for an additional charge on a semester basis. ~~During~~ Only all semesters, the University reserves the right to require single occupants of rooms, except those who have paid for a private room, to move together when to do so will: (1) reduce the cost of utilities, (2) facilitate cleaning, (3) make space available for the housing of special groups, or (4) support the private room policy ~~(SA)~~. ROOM ASSIGNMENTS).
- XIV. HALL CHANGES : Hall changes are made based on availability. Residents changing halls during the contract period, from a less expensive to a more expensive hall, will be required to pay the difference in housing charges. If the move is to a less expensive hall, the housing fee difference will be refunded according to section VIII. REFUNDS. Housing fee differentials will be computed on a prorated basis unless the move is completed prior to the first day of classes. The hall staff must first approve the request, before the move(s) can take place. Residents who move prior to receiving written approval may be subject to a \$100.00 charge and disciplinary procedures.
- XV. ROOM CHANGES: A Resident may request relocation to another room within the same residence hall, at times specified by the University, throughout the year. Residents must submit Room Change Requests forms to their hall staff. The hall staff must first approve the request, before the move(s) can take place. ~~Residents~~ Residents who move prior to receiving written approval may be subject to a \$100.00 charge and disciplinary procedures.
- XVI. RENEWAL OPTION : All eligible Residents may renew their contract each academic year during the contract renewal period in the Spring. The entire housing deposit will be transferred each semester as long as the Resident remains enrolled and lives in a University residence facility. All Residents choosing the renewal option agree to be bound by all policies, terms and conditions of this contract. ~~Residents~~ Residents may be denied future contracts based on past behavioral incidents, including, but not limited to drugs, alcohol, and vandalism related incidents.
- XVII. TERMINATION OF CONTRACT :
- A. This contract is binding for the full summer term (Summer 1, Summer 2, ~~Summer 1 & 2~~).
 - B. Only official resignation from the University will immediately terminate this contract; the room deposit will be forfeited, with housing charge assessed according to section IX. HOUSING CHARGE REFUND SCHEDULE. A Resident who remains ~~enrolled~~ enrolled in the University, but moves out of University housing without approval from the Department of Residence Life, will be charged for the entire term of the contract and the room deposit will be refunded provided check-out procedures are followed and all housing accounts are paid in full.

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PERSON OCCURRING IN, ON OR ABOUT THE RESIDENCE HALLS, AND THE RESIDENT SHALL INDEMNIFY THE UNIVERSITY AND HOLD IT HARMLESS FROM ANY SUCH CLAIM OR DAMAGE.