The student and parent, guardian or other guarantors are urged to carefully read the contents of the following NSU Housing & Residence Life Housing Contract. When the official University Housing Contract is signed and submitted to Norfolk State University, it becomes a legally binding agreement - a contract between the student or, in case of a minor, a guarantor, and the University.

All resident students must agree to the following University Housing Contract terms and conditions prior to assuming occupancy. By providing your signature at the end of this document you indicate that you have read and agree to the terms and conditions of the University Housing Contract. All students seeking housing must complete the housing application process before a contract will be issued. Please visit www.nsu.edu/residentiallife for details on the housing application process.

Eligibility Requirement: To be eligible to enter into this agreement and to continue to live in University residence halls, the student must be admitted and enrolled as a full-time NSU student or in the final semester prior to graduation. Students with less than the required number of hours may be granted an exception on a case by case basis.

Mandatory First-Year Housing Requirement: All first-year students are required to live on campus during the first-year unless they have received an exemption from the Office of Housing & Residence Life. Students desiring an exemption from the mandatory first-year housing requirement must complete and submit a Housing Exemption Form to the Office of Housing & Residence Life.

Housing Deposit: Students desiring to reside in University housing must pay a non-refundable $300 housing deposit.

Meal Plan: All residents are required by the University to have a meal plan. Students are encouraged to review their student account to ensure they have the correct charges for room and meal plan. Students may change their meal plan during a specified period of time. The deadline to request meal plan changes is the Friday of the first week of classes.

Contract Period: This Agreement is for both the Fall and Spring semesters of the 2017-2018 Academic Year, excluding those periods in which the residence halls will be closed. The University is not obligated to hold a space beyond the first day of classes on any given contract period. The student may request a delay of his/her occupancy by writing the Executive Director of Housing & Residence Life who may or may not at his/her discretion, hold the space beyond the first day of class.

**The University has the right to assign students in order to make the most effective use of available accommodations. The University cannot guarantee specific rooms. Reservations are made on a first-come, first-served basis. Students withdrawing from the University are required to vacate the residence halls immediately. Students residing in the residence halls throughout the semester are allowed to remain in the residence halls until the completion of final exams at the end of each semester and are required to vacate the residence halls within twenty-four (24) hours of completion, excluding those periods when the halls are closed.

Contract Cancellation and Penalties: Neither voluntary withdrawal nor eviction from the residence halls will relieve the student of financial liability for the amount payable under this contract in addition to any and all collection charges he/she may incur.

Students who withdraw from the University and/or an assigned room must terminate their University Housing Contract by completing the Contract Cancellation Form. Upon withdrawal from University housing during either the Fall or Spring semester, all room and meal plan fees will be assessed on a semester basis as follows:

**The Blue Card should be completed so that the Office of Housing & Residence Life staff member at this time to receive the mandatory first-year housing requirement. Early arrivals will be limited to those student groups designated as essential to activities in advance of the official opening. Individual residents who are approved by the Office of Housing & Residence Life to arrive early may be assessed an additional daily rate charge which will be charged to their student account. This rate is set and approved by the Board of Visitors each fiscal year. Rates are based on building and room type. All early arrivals must abide by all University rules, regulations, and policies at all times.

IMPORTANT NOTIFICATIONS:

Personal Property OR Renter’s Insurance. Norfolk State University is NOT responsible for theft or loss of property, or damage to any student’s personal property from any cause whatsoever. The University STRONGLY RECOMMENDS that residential students secure personal property or renter’s insurance prior to moving-in.

Inapplicability of Virginia Landlord Tenant Law and the “Virginia Residential Landlord & Tenant Act.” This Contract establishes the terms and conditions under which Norfolk State University will permit the Student the ability to occupy a space in student housing incidental to the University’s provision of academic services to the Student. This Agreement is not a lease. Therefore, in accordance with Virginia Landlord and Tenant laws, this Agreement is entered into by the University and the Student in full acknowledgment that public and private higher education housing institutions in the Commonwealth of Virginia (such as Norfolk State University) with residential on-campus student housing assignments are not bound by the Virginia Landlord and Tenant Laws. Among other things, the University is not obligated to comply with court proceedings related to removal of the Student and the Student’s property from the on-campus student housing assignment, but may automatically remove the Student and the Student’s property from on-campus housing if the University determines that this Contract has been violated or the Student otherwise does not qualify for student housing.
ADDITIONAL TERMS AND CONDITIONS OF OCCUPANCY

1. Student acknowledges that breach of the University's policies, rules or regulations, including those policies, rules or regulations set forth in the publications noted below, may result in the termination or revocation of the University Housing Contract. Students are strongly encouraged to familiarize themselves with the NSU Student Handbook, BOV Policy #05 (2015), Title IX: Sexual Violence, Discrimination, Harassment, and Retaliation; Code of Student Conduct as well as the Guide to Community Living.

2. All students must have a minimum of 2.0 cumulative GPA to reside in the residence halls. Any student who desires to reside on campus with less than a 2.0 cumulative GPA must submit an Exception to Residency Form and be approved prior to moving on campus.

3. The residence halls shall be closed during the following periods: 2:00pm for THANKSGIVING BREAK and 5:00pm for CHRISTMAS AND SPRING BREAK on the day classes are dismissed. The residence halls will reopen at 10:00am on the day prior to the day classes are resumed. Students should vacate their assigned residence hall within 24-hours of their last final exam at the end of each semester. The residence halls shall be officially closed at the end of each semester by 7:00pm on the day before Commencement. Commencement participants may remain until 2:00pm on Commencement Day.

4. Meals will be served in the dining hall during scheduled times. The days of operation coincide with the opening and closing of the residence halls. The last meal of the semester will be served as dinner on the last day of final examinations as shown on the University Calendar. Limited brunch is served on graduation day at no additional charge. This contract does NOT include meals during the THANKSGIVING, CHRISTMAS OR SPRING BREAKS. The last meal before a holiday is dinner on the last day of classes. The first meal after a holiday is brunch on the day the residence halls re-open.

5. Use of the Spartan Card for dining services under this contract may be used only by the resident to whom it is issued. Loaning a Spartan Card to another person (s) or other misuse of the Card will result in disciplinary action and/or fines. The Spartan Card remains the property of Norfolk State University at all times.

6. Room assignments are made without regard to race, creed, religious preferences, national origin, political beliefs, sexual orientation, disability, veteran status and all other categories ensured by the Commonwealth of Virginia and by federal law.

7. The student may change rooms only upon written authorization from the Office of Housing & Residence Life. Any room changes and/or consolidations must be approved and must be completed within five days after notification to consolidate. If consolidation has not occurred within this five day period, the student may be charged and may be legally obligated to pay a single room rate.

8. Each student is obligated to maintain his/her room in a neat and orderly condition at all times. Failure to maintain your room neatly may result in cancellation of your contract and/or fines being assessed to the student’s account.

9. Authorized University personnel or their agents may enter rooms during a student’s absence for the purpose of inspection or maintenance, or at any time in the interest of health, welfare of the building and for the resident (s) of the University Community.

10. The student may not transfer the contract for an assigned room or space to anyone else. The University reserves the right to reallocate a student in the event that the building or room is not filled to capacity. A student living in a room that is not filled to capacity may be offered the option of remaining in the room for an additional charge. The University reserves the right to assign a student into a space anytime, unless the student residing in the room has contracted for and paid for a single room.

11. The University Shall Not Be Responsible for Loss of, or damage to any of the student's personal property from any cause whatsoever. It is strongly recommended that residential students secure personal property or renter’s insurance. Any belongings left behind may be discarded and a minimum fine of $125.00 may be assessed. Additionally, other fees may be applied if moving, storage, key/lock replacement, or additional cleaning fees are incurred.

12. The student may not remove furniture from an assigned room nor is the student allowed to transport lounge furniture to his/her room. Unauthorized removal of furniture from one room to another constitutes a violation and a breach of this contract, and can result in immediate cancellation of this contract and subject to further disciplinary action.

13. The student is permitted to have visitation according to hall governance guidelines within each residential community. Host students must comply with the procedures for visitation specified in the Guide to Community Living Handbook and their specific residential community. Host students must obtain permission from each roommate and the appropriate approved visitation credentials as established by the Office of Housing & Residence Life. The host student is responsible for the conduct of any guest(s) at all times during the visitation period. All guests must comply with all University policies and guidelines. The Office of Housing & Residence Life reserves the right to revoke visitation privileges at any time, with or without prior notice.

14. Loss of keys during residency or failure to return the keys at time of check-out will result in a fine or charges to cover the charges assessed for lock-outs or a lock replacement.

15. Loud noises that are disruptive, inconsiderate or that infringe on the rights of another student will not be tolerated at any time in the residential community, including a student’s room. For this reason, the University observes “Quiet Hours” from 8pm to 8am on nights preceding class days and between 11pm and 9am on other nights. On the night of the last day of classes prior to each final exam period, a 24-hour “Quiet Hours” policy will be in effect in all residential communities.

16. The student shall be responsible for repayment to the University for any and all monies to repair, replace, and/or clean any campus student housing related space, residential facility, or equipment within the residential community whether caused by the resident, resident's guest or invitees. In addition, if there is a common area damage, injury, or defilement to the residential facility or property for which the University is unable to identify the responsible parties, the University reserves the right to assess an appropriate fine to the residents on the wing, floor and/or all residents in the building.

17. The following acts or circumstances are expressly prohibited in order to preserve the safety, freedom, and comfort of all students on the NSU campus and all residents in a group living environment:

- Disorderly conduct of any kind to include gross disrespect of hall staff.
- The use or possession of electric heating and cooking appliances.
- Tampering with firefighting equipment, setting off false fire alarms, opening Fire Exit Doors when there is no emergency.

HOUSING CONTRACT FOR SY 2017-18
Smoking is prohibited in or within 25 feet of all housing facilities.

The misuse or abuse of residence hall property or facilities.

The use of any residence hall property, rooms or facilities for any commercial purpose.

The housing of pets of any kind on residence hall property.

The use of or possession of weapons or firearms of any kind (whether concealed or carried openly), fireworks, explosives or any other type of unauthorized flammable product on the NSU campus or within any residential community or residence hall property.

Waterbeds are not permitted.

No student (under any circumstance) is allowed to possess or consume alcoholic beverages or any illegal drugs of any type on Norfolk State University any property or area owned, leased or affiliated premises or University sponsored events (this includes residence hall rooms and public areas).

No sweeping, throwing or discarding of items out of the windows, doors or into the corridors or stairways.

No structural changes or additions, painting or alterations, wallpapering, bookcase, cupboards, shelves, dismounting of wall mounted telephonic equipment, doors or lock changes may be made to the residential facilities unless approved in writing by the Office of Housing & Residence Life.

No mopeds, motorcycles or any motorized equipment, gasoline or motor oil may be stored in the facilities.

Misuse of any building facility or safety equipment is strictly prohibited.

Sales and solicitations are prohibited unless authorized in writing by the Executive Director of Office of Housing & Residence Life. Door-to-door soliciting and advertising is also prohibited.