ENDICOTT COLLEGE

376 Hale Street
Beverly, Massachusetts 01915
Tel. (978) 232-2141

Residency Agreement 2013 - 2014

This agreement is for the full academic year (fall and spring semester of the same academic year) or for the portion of the academic year remaining at the time of assignment. There will be no student housing available during the Winter Break period between December closing and January 2, 2014. Housing for all other periods by approved application only.

The College determines all room assignments. Special attention is given to the indicated preferences and the selected assignment options: however, no specific room assignment based solely upon a resident's request is guaranteed or implied. The College reserves the right to modify room assignments for disciplinary reasons, catastrophe, closing of the facility, or irresolvable incompatibility of roommates and to cancel or terminate this Agreement for disciplinary reasons.

If housing demands exceed designated room assignment capacity, the College reserves the right to assign additional residents to spaces designated as Build-Up Space. If housing demand exceeds Build-Up Occupancy, the College reserves the right to hold Residence and Board Agreements in order to assign residents to rooms as cancellations permit.

A Resident who submits a Room and/or Board Agreement agrees to pay the full semester room and board fee at the time of the scheduled tuition and fee payment. Non-payment of tuition and fees by the payment due date may result in loss of selected room and reassignment on a space available basis at the time of receipt of payment.

The Resident agrees to observe the room change procedures established by the College and to have prior written approval before making a change of room assignment. A $50 fee is assessed for a room change and the student is responsible for the housing fee of the room to which (s) he is transferring. If a vacancy occurs in the assigned room at any time throughout the semester, the remaining resident(s) agrees to accept another roommate(s) as assigned.

The Resident agrees to be directly and financially responsible for keeping the room and its furnishings clean and free from damage, to cooperate with roommate(s) in the common protection of property, and to advise the Residence Director or the Residence Life Office of any deteriorating conditions of the room or its furnishings. The Resident agrees not to modify, cause, or allow modification of the assigned room or other parts of the building. All furnishings supplied by the College must be kept in the assigned room *at all times*.

The Resident agrees to pay charges when assessed for room damages, special housekeeping, and/or maintenance services necessary due to misuse or abuse of facilities for which the Resident is responsible. The Resident also agrees to pay an equal portion of common area charges assessed to all occupants of a room or building when those persons responsible fail to assume responsibility for the damages.

The Resident agrees to report loss of the room key or hall access ID card and to pay the charges for replacement of either/both as appropriate. The Resident also agrees to pay the charges for lock changes as a result of the Resident's failure to return the assigned key(s) upon checkout.

The College assumes no liability for damage or loss of Resident's personal property. If the Resident is not covered by insurance for loss of personal property through policies held by the Resident's family, the College recommends that the Resident purchase personal property insurance.

Residents will be required to review/revise/sign their RCR form within 48 hours of check-in to identify any pre-existing room conditions. Residents must follow check-out procedures and will be assessed damages for any damage not identified on the RCR report from the beginning of the year.

The Resident agrees that use of campus facilities is at the Resident's own risk. Such facilities include, but are not limited to residence halls, academic buildings, gymnasium, field house, racquetball courts, athletic fields, locker rooms, laboratories, parking areas, sidewalks, beaches, and any equipment in the Post Center.

I, _____, (print name) agree to all of the terms and conditions of the Residency Agreement as well as all policies and procedures as specified in the Handbook for Students.

Resident signature: _____ ID# _____ Date: _____

(Please sign both sides of agreements)