



**2011 Polytechnic Summer Housing Application
Maricopa Community College Students
University Housing - ARIZONA STATE UNIVERSITY**

ASU University Housing
P.O. Box 870212
Tempe, AZ 85287-0212
Fax (480) 965-1534

Name (Last, First, Middle) *	ASU Affiliate ID # **	Date of Birth (month/day/year) *
		__ / __ / ____

ARIZONA STATE UNIVERSITY- UNIVERSITY HOUSING UPPER DIVISION HOUSING LICENSE AGREEMENT

All Polytechnic Campus Housing residents must read and electronically or physically sign the University Housing License Agreement. A Housing Confirmation fee of \$125.00 will be posted to the student's ASU account at the time of signing and is due immediately. By signing this agreement, the student agrees to reside in on-campus housing for both the fall and spring semesters; the agreement binds the student financially for the entire academic year.

TERMS AND CONDITIONS

The undersigned student agrees to payment of the \$125.00 non-refundable Housing Confirmation fee. ASU grants a license to the Student to reside in the assigned space. The relationship created by this license between ASU and the Student is that of licensor and licensee, and NOT that of landlord and tenant. The Student must be officially admitted and enrolled for credit-bearing coursework at ASU or any Maricopa Community College and be making satisfactory academic progress to live in on-campus housing. ASU reserves the right to provide priority assignments to students who are classified as full time and are in good standing in academic degree programs and whose conduct at ASU or any Maricopa Community College has not been determined by University Housing or Student Life to be incompatible with community living. The Student must officially check out of on-campus housing if he/she is not enrolled in classes, withdraws or is withdrawn from ASU or any Maricopa Community College. Failure to do so will result in removal from on-campus housing. ASU does not discriminate based on sex, race, color, sexual orientation, national origin, citizenship, religion, veteran's status, age, or disability.

Students may seek to change their dining plan during the meal plan change period at the start of each semester by making this request, in writing, to the University Housing or Dining office. After the end of the change period, students may only cancel their dining plans if they are released from their University Housing License Agreement.

TERM OF THE AGREEMENT

The term of this agreement begins when a student is admitted to Arizona State University or any Maricopa Community College and continues until the on-campus housing facilities close at the end of the spring semester; unless cancelled by ASU, any Maricopa Community College or the student prior to check-in, cancelled by breach, or by an approved License Agreement Release after check-in (see Schedule of Charges and Deadlines for valid reasons for license agreement release). Exceptions or changes to this agreement are not valid unless the director of University Housing or his/her designee has confirmed them in writing.

Winter and summer on-campus housing require separate License Agreements at an additional cost for those occupancy periods.

THE STUDENT AGREES TO:

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| <ol style="list-style-type: none"> Know, observe and comply with the terms and conditions of this agreement, all federal and state laws, all ASU or any Maricopa Community College policies and regulations governing student conduct including the Student Code of Conduct and Residence Hall Handbook, and the Computer, Internet and Electronic Communication Policy (copies of which are available upon request), mandatory meal plan, and any subsequent policies or regulations that ASU or any Maricopa Community College may adopt or publish during the term of the agreement. Review the Schedule of Charges and Deadlines and make payments for all fees, living and dining charges, and any other additional charges for the applicable period. Notify University Housing in writing of housing cancellation request by the stated deadlines; notification to other departments within the university does not constitute proper notification. Additional fees apply for late submission of cancellation notice as set in the Schedule of Charges and Deadlines. Recognize that ASU is not liable for loss, theft, or damage of personal property. ASU does not offer insurance coverage for personal property. The student may privately obtain insurance coverage for personal property, if desired. | <ol style="list-style-type: none"> Maintain the assigned space in a safe manner and in good condition for the entire term of the agreement. Room furnishings shall not be removed or stored. Public area or lounge furnishings shall not be moved into a student's room. It is the student's responsibility to restore the room to its original condition prior to check out. Make appropriate arrangements for any necessary personal attendant care prior to the beginning of each academic term, if required due to student's disability. The student has the sole financial responsibility for his/her own personal attendant care. Move to a different room if required by University Housing staff for behavioral or administrative purposes. Not sell, sublease, or assign the room to anyone at any time. Use of a room for commercial purposes is expressly prohibited. Not move out of the residence hall without obtaining an approved License Agreement Release and officially completing the check-out process. A student vacating his/her assigned space without an approved written release from University Housing will be held responsible for the financial commitments of the entire term of the agreement, including the portion remaining after the student vacates the room. |
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GENERAL PROVISIONS

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| <ol style="list-style-type: none"> ASU staff or other designated agents necessary to the operation of the residence halls may be authorized by the Director of University Housing to enter a student's room at any time to verify inventory records or occupancy, perform maintenance, perform security investigations under the Computer, Internet and Electronic Communication Policy, or enforce safety, health, or ASU Code of Conduct standards. University Housing reserves the right to change, cancel, or consolidate room assignments at any time due to academic ineligibility, discipline, safety, health, or administrative reasons. | <ol style="list-style-type: none"> University Housing reserves the right to terminate this agreement by written notice with due process if a student fails to comply with any terms and conditions of this agreement. The Arizona Board of Regents, ASU, and/or designated facility management companies reserve the right to change room rates and other charges and fees if circumstances require adjustments. University Housing may immediately terminate this agreement if a student harms or threatens to harm himself/herself or any other person. |
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Student Signature:	Date:
Legal Guardian Signature (if student is under age 18):	Date:

* Denotes information that may be given out in response to general inquiry unless student (or parent/guardian if applicant is under 18 years old) makes a written statement specifically prohibiting its release. ** If you do not know your ASU Affiliate ID, leave this space blank.

Please continue to Part 1 of the Housing Preference Request form.



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HOUSING PREFERENCE REQUEST FORM
Complete Parts 1 Through 6**

OFFICE USE ONLY

Admin Fee Verified:

Data Entry By/Date:

Part 1: Demographic Information

Name (Last, First, Middle) *		Student ID # **					
Major *	Campus*					Gender	
	<input type="radio"/> Maricopa Community College District <input type="radio"/> ASU If MCCD, please list college name: _____					<input type="radio"/> Male <input type="radio"/> Female	
Permanent Address (number, street, apartment number) *				Home Phone (include area code) *			
				()			
City, State, Zip *			Country *		Cell Phone (include area code) *		
					()		
ASU E-Mail Address * (This address must be used for all email communication with University Housing.)		Alternate E-Mail Address			Emergency Contact Information		
					Name:		
Please answer the following questions:					Home Phone: ()		
Are you registered with the DRC and requesting special accommodations? <input type="radio"/> YES <input type="radio"/> NO							
Are you participating in the American English Culture Program (AEC)? <input type="radio"/> YES <input type="radio"/> NO					Cell Phone: ()		
START DATE: ____ / ____ / ____ END DATE: ____ / ____ / ____							

Part 2: Summer Housing Periods

Please select the summer period for which you are applying for housing.

- Interim Housing 5/14-5/31 (Only for Current University Housing Students **with** a Summer Housing assignment. Interim housing rates apply).
Current Hall _____ Room # _____
- Summer Housing 5/31-8/6

Summer Housing Students with a Fall assignment need to complete an early arrival application for interim housing 8/6- 8/13. Interim rates apply.

Part 3: Housing Options

A. Apartment Choices - University Housing will try to accommodate apartment choices but cannot guarantee these preferences. Please see Summer Housing Rate Sheet for rates as they do vary by hall. All listed prices are for Summer Housing- 5/31-8/6.

POLYTECHNIC

Palo Blanco

___ Single-Suite Bath

Shared Houses

___ Master Bedroom

___ Other Bedrooms

Please note No Personal Items can be stored in On- Campus Housing unless you have a Summer Housing Contract

B. Payment Plan – Select One Option

- PLAN 1: 1 payment (Due 5/25/11) ◆

All summer charges will be due on 5/25/11. Applications submitted after 5/25 will be billed accordingly.

Part 4: Roommate Preference

Name: _____ ASU Affiliate ID #: _____

The request must be mutual with the correct ASU Affiliate number. Roommate requests are subject to space availability, **cannot be guaranteed**, and may not be honored. Roommates in a Residential Community must have majors in the same academic college. Roommate requests with incomplete information cannot be processed.

* Denotes information that may be given out in response to general inquiry unless student (or parent/guardian if applicant is under 18 years old) makes a written statement specifically prohibiting its release. ** If you do not know your ASU Affiliate ID, leave this space blank. ◆ Denotes a default choice in cases where a preferred choice is not selected or may be unavailable

Please continue to Part 5 of the Housing Preference Request form.



Please type or print

2011 Polytechnic Summer Housing Application for Maricopa Community College Students University Housing - ARIZONA STATE UNIVERSITY HOUSING PREFERENCE REQUEST FORM Continued

Name (Last, First, Middle) ASU Affiliate ID #

Part 5: Housing Confirmation payment

A \$125 NON-REFUNDABLE Housing charge will automatically be charged to your ASU Student Account. Fee waived for Continuing Students that had housing for Spring 2011. Students can access their student account at my.asu.edu.

Students can pay their ASU Account Balance by:

- 1. e-Check - This is ASU's preferred method of payment. It is accessed through www.my.asu.edu by selecting the "Make A Payment/QuikPay" link. E-Checks are a fast and simple online payment method that can be made from regular U.S. checking and savings accounts.
2. Credit/Debit Card - ASU does not directly accept credit/debit cards but has arranged with a third-party processor to accept Mastercard, Discover, and American Express payments online through QuikPay. This is accessed at www.my.asu.edu by selecting the "Make A Payment/QuikPay" link. All credit/debit card payments are charged an additional 2.75% service fee by the processor.
3. Mailed Check - Checks should be payable to Arizona State University and must include the student's ASU ID. Checks can be mailed to:

Cashiering Service
ASU Polytechnic Campus
7107 E Tiburon, Quad #2

Mesa, AZ 85212-0180 Personal Check, Money Orders and Cash payments only are accepted in-person at Cashiering Services on all four Arizona State University campuses.

Part 6: Acknowledgements

Please initial each of the following statements and sign below.

- I have read understood and signed the Housing License Agreement.
I have read and completed parts 1 through 4 of the Housing Preference Request Form and understand that my preferences are not guaranteed.
I understand that if I decide not to attend the Summer Session I must notify University Housing in writing. Notifying any other university office may not cancel your agreement and fees may be applied to your account.
I understand that if I cancel my Summer Housing assignment there will be a \$75.00 cancellation fee charged to my student account.
I understand that University Housing will correspond with me via my official university e-mail address. It is my responsibility to check my university e-mail for communication from University Housing.
I understand that the \$125.00 Housing charge will be posted to my account and is due immediately, unless I am considered a continuing resident.

Exception: If you lived in a University Housing hall during the Spring 2011 semester you are considered a continuing resident and you will not need to pay the \$125 Housing Request charge.

Student Signature: Date:
Legal Guardian Signature (if student is under age 18): Date:

PLEASE COMPLETE ALL 6 PARTS AND RETURN TO:

ASU University Housing
P.O. Box 870212
Tempe, AZ 85287-0212

Phone: (480) 965-3515 Fax (480) 965-1534 E-mail (for inquiries only): housing@asu.edu

www.asu.edu/housing Rates and plans are subject to change.

Please visit www.asu.edu/housing/ for updated rates and plans.