

# Community living options at UNI!

Transfer students 2010-2011

[www.uni.edu/dor](http://www.uni.edu/dor)

*Students wishing to live in an environment with others who share similar interests and commitments are encouraged to select a community living option.*

**Use this information when completing Section III on the Residence Hall and Dining Contract:**

## Upperclass Option

Students who are in good academic and behavioral standing with the University and who are classified as sophomores, juniors, seniors or graduate students, may request a single or double room in upperclass houses. Campbell (men and women) and Noehren (men and women) Halls plus the upperclass hall, Shull (men and women). Single room assignments are based on availability.

## Honors Cluster housing

Rooms have been reserved in Campbell Hall to create UNI's first living community for Honors students. The Honors cluster enables a group of Honors students to live in close proximity to each other, but the houses will not be made up exclusively of Honors students. Every effort will be made to assign Honors roommates within the cluster; the Department of Residence reserves the right to assign non-Honors students to open spaces. Campbell (men and women) Hall.

## Substance-Free Option

Substance-free houses are available in Campbell (women) and Rider (men and women) Halls. Residents of these houses agree not to possess or use alcoholic beverages and tobacco products in their living environment. (This includes illegal drugs, which are prohibited in ALL houses.)

## 9-Month housing

Bartlett, Bender, Dancer, Lawther, Noehren and Shull Halls are open over the semester break in December and January. If continuous housing is an important feature, select a community in these halls.

## Suites

Bartlett and Lawther Halls offer a limited number of suites where three or four students share two adjoining rooms. If you want to request roommates for a suite, all roommates must select each other and select suites as a No. 1 priority in Section III.

## Single rooms

Single rooms are available in all residence halls. Designed (physical) single rooms are available in Bartlett, Bender, Campbell, Dancer and Lawther Halls only. Designed single rooms are smaller than a double room. The cost for a designed single is more per academic year than a double room.

There are also a limited number of double rooms that may be contracted as Super Single rooms. Availability and hall location are determined each academic year. The cost is more per academic year than a double room.

## Traditional rooms

A traditional room is a two-person (double) room without any of the community features listed above.

## Live on campus: Have more control, more conveniences and more choices! Get the 2-Year Advantage

Students who make a two-year commitment to on-campus residence hall life by selecting the **2-Year Advantage** benefit from reserving the rate schedule from year one to year two (a price freeze), waiver of the \$200 prepayment on the second year of the contract and early fall semester move-in at no extra charge. The real advantage, however, is the benefit of extending residence in a community that supports social and academic success toward graduation.

**For answers to the most common questions go to [www.uni.edu/dor](http://www.uni.edu/dor)**

If you plan to live on campus for at least two years and you want to control part of the cost of attending UNI, select the **2-Year Advantage** option on **line one** of the Residence Hall and Dining Contract.

## Update online!

*Once you have submitted your housing contract, you can update your choices on the web:*

**[www.uni.edu/dor](http://www.uni.edu/dor)**

*Please allow 2 weeks for the mailed contract to appear online.*

## Room assignments

*Room and roommate assignments are made starting in May.*

*Assignment letters are mailed in June and will include your campus address, your roommate's information and move-in information.*

## Disabilities and special health needs

*When notified by May 1, we will try to accommodate reasonable housing requests related to disabilities and special health needs.*

*See [Section V](#) on the contract. You will need to follow the procedures and complete the necessary forms found online at [www.uni.edu/dor/contracting](http://www.uni.edu/dor/contracting)*

## Air conditioners

*Air conditioners are permitted and installed for students with a documented medical need. To submit a request, follow procedures and complete the necessary forms found online at [www.uni.edu/dor/contracting](http://www.uni.edu/dor/contracting). Requests must be submitted before May 1 for fall and Dec. 15 for spring semester. The request will affect room and hall assignment and costs \$200 for the air conditioner installation and usage. 9/15/09*

## Simplify your life one meal at a time.

Meal plan selections  
may be reserved and  
changed online.  
[www.uni.edu/dor](http://www.uni.edu/dor)



### Use this information when completing Section IV on the Residence Hall and Dining Contract for transfer students

#### Premium Plan

This plan is designed to provide you with the ultimate in access to the dining center. Enter the dining center as often as you like during scheduled meal hours. Includes \$250 in dining dollars per semester, ten guest passes per semester, four 16" pizzas from Piazza or Rialto per semester and a 30% discount on any additional guest meals purchased in the dining center, using dining dollars or charge. This plan also allows one take-out meal per day.

#### 19 Plus

This plan includes any 19 meals per week. Select meals from breakfast, lunch, dinner, or late night meal service. \$150 dining dollars per semester add flexibility to this plan. Each semester, you may use five guest passes for friends or family and take out three 16" pizzas from the Piazza or Rialto. Eligible to receive a 30% discount on any additional guest meals purchased in the dining center, if you use dining dollars or charge.

#### 14 Plus

This plan includes any 14 meals per week. Select meals from breakfast, lunch, dinner, and late night meal service. \$200 dining dollars per semester add flexibility to this plan. Each semester, you may use five guest passes for friends and family and take out three 16" pizzas from Piazza or Rialto. Eligible to receive a 30% discount on any additional guest meals purchased in the dining center if you use dining dollars or charge.

#### 10 Plus

For the student who's lifestyle takes them away from campus, this plan includes any 10 meals per week. Select meals from breakfast, lunch, dinner, and late night meal service. \$125 dining dollars per semester add flexibility to this plan. Each semester, you may use two guest passes for friends and family and take out two 16" pizzas from the Piazza or Rialto. Eligible to receive a 30% discount on any additional guest meals purchased in the dining center if you use dining dollars or charge. Available to upperclass students.

#### Any 19

The plan includes any 19 meals per week. Select meals from breakfast, lunch, dinner, and late night meal service. \$50 dining dollars per semester are included.

#### Any 14

For the student who eats regular meals each day, this plan includes any 14 meals per week. Select meals from breakfast, lunch, dinner, and late night meal service. \$100 dining dollars per semester add flexibility.

#### Any 10

For the light eater, this plan includes any 10 meals per week. Select meals from breakfast, lunch, dinner, and late night meal service. \$75 dining dollars per semester add flexibility to this plan. Expect to supplement this plan with food from other sources. Available to upperclass students.

*\*NOTE: Sophomores, juniors, seniors and graduate students may select a block plan of any 150 meals per semester; seniors and graduate students may select a block plan of any 125 meals per semester.*

## Great jobs that fit your life [www.uni.edu/dor](http://www.uni.edu/dor)

Once you have been accepted to UNI, you can apply online for a part time job in the Department of Residence. Work around your class schedule. Meet new people, learn new skills, have fun AND help pay for college.



# University of Northern Iowa Residence Halls

## 2010-11 Contract Terms and Conditions: Transfer Students Contract

### I. Payments and Refunds

- A.** New resident applicants must submit a \$200 prepayment and a one-time non-refundable \$25 application fee with this contract (check or money order payable to University of Northern Iowa or with a credit card if contracting online). The \$200 prepayment will be applied to the student's first university bill after residency has begun. Returning students will be billed for only the \$200 prepayment fee upon recontracting.
- B.** Space in a residence hall is reserved when both the signed contract and \$200 prepayment and \$25 application fee are received from the applicant and his/her admission to-- and enrollment in-- the university has been approved. Rooms will not be held past the first day of classes.
- C.** The university reserves the right to refuse to assign housing to an applicant, refund the \$200 prepayment, and make all final decisions as to assignment for room and meals.
- D.** Responsibility for housing and meal charges becomes effective as per the Terms and Conditions, Section III, unless the contract is cancelled in writing before such charges are to begin. Charges will be adjusted for housing and meals when the contract and occupancy begins later than the start of the second week of classes.
- E.** The Board of Regents, State of Iowa, determines the rate for housing and meals at the University of Northern Iowa, and reserves the right to change rates upon giving 30 days notice. If the rates are increased during the term of the contract, the student has the option of accepting the new rates or terminating his/her contract when the rates become effective. Written notification is necessary to terminate the contract.
- F.** Refunds and credits will be made in accordance with Section III of this contract.

### II. Conditions of the Contract

- A.** The residence hall contract includes housing and meal service for the entire academic year (fall semester and spring semester), or the term that the student is enrolled. The 2-Year Advantage contract extends the term to two academic years. Charges will be adjusted for room and meals when the contract begins later than the start of the second week of classes.
- B.** Each student is automatically a member of a residence hall government. A residence hall activity fee (RHAF) is billed at the beginning of each semester.
- C.** The residence life coordinator reserves the right to reassign students who are without roommates, should they not find someone in their own choice. In all cases, final determination of room assignments rests with the university.
- D.** Rooms may be occupied by the residents from the beginning to the end of any semester but not during fall/spring semester breaks, except in Bartlett, Bender, Dancer, Lawther, Noehren and Shull. Residents who are not registered for the next grading period, or are not otherwise eligible to continue residency, must vacate their rooms by the last days of finals, except for graduating students who must vacate their rooms by 9 am on the day following graduation. Failure to check out by the required date, including those who cancel their contract during the break period (but remain enrolled at the university), will result in a charge of \$30 plus an assessment for the entire break period (at a cost of up to \$30 per day). Arriving prior to the date the contract begins will result in a daily charge.
- E.** Room space cannot be sublet nor can a contract be transferred, sold or assigned to another person; the contract is with the named parties only. Exchanges, transfers and vacating of rooms require the written permission of the residence life coordinator.
- F.** The university, in order to maintain its regulations and property, reserves the right to have its authorized personnel enter and inspect residence hall rooms as it deems necessary.
- G.** Residents will be charged for university property missing from a resident's room and for property damages beyond normal wear.
- H.** The university is not responsible for loss or damage of goods or personal property. Private insurance is encouraged for the student's protection, since no exceptions are made.
- I.** Each resident agrees to abide by all current policies which have been established by the University of Northern Iowa, the residence hall staff and the residence hall student governments. Copies of all said policies shall be made available to the student online at [www.uni.edu/dor](http://www.uni.edu/dor) upon request. Changes in policies occurring during the academic year shall be made known by posting said changes in each residence hall. Violation of any of the standing rules mentioned above, or any other conduct deemed to be such as to require the removal of a student from a residence hall for the best interest of the other residents, shall be grounds for termination of the contract by the university.
- J.** All students who live in the University of Northern Iowa residence halls must contract for a meal plan. All first year out-of-high-school students must select a Community meal plan option for the entire academic year (fall semester and spring semester) or the term the student is enrolled.
- K.** A meal plan entitles the student to eat meals in the dining centers and use Dining Dollars in any Department of Residence dining and retail operation. Meal privileges are not transferable, negotiable or saleable to other individuals.
- L.** Dining Dollars are flexible spending dollars which are part of most meals plans. They can be used to purchase food, beverages or additional meals in Department of Residence dining facilities including convenience stores, food carts, restaurants and dining centers. Additional Dining Dollars may be purchased anytime on-line at [www.uni.edu/food](http://www.uni.edu/food) and may be charged to the university bill. Dining Dollars are accessed with a u-card.

Dining Dollars are non-transferable, saleable or refundable. If you cancel your meal plan, you will be charged for Dining Dollars you have used. Dining Dollar balances left at the end of the fall semester will carry over to spring semester. Dining Dollar balances left at the end of the spring semester will not carry over or be refunded.

### II. Conditions of the Contract continued:

- If you cancel a meal plan or change to a meal plan without Dining Dollars, you are billed for the Dining Dollars used in addition to the weekly meal rate prorated for the time you had a meal plan.
- If you change your meal plan, Dining Dollars change to the level provided on the new plan, but adjusted for any amount used prior to the change. If prior to the meal plan change, you used more Dining Dollars than the new plan provides, you will be billed for the amount of Dining Dollars used above the level of the new plan.
- M.** Refunds or credits will not be made for meals not eaten, except for confirmed cases of prolonged illness or other unavoidable absences in excess of seven consecutive calendar days. All requests for exceptions must be in writing to the Department of Residence. No refunds will be provided for Dining Dollars that are not used prior to whenever a contract is cancelled or at the end of an academic year.
- N.** Special menus to comply with dietary requirements of religious faiths or denominations are not provided.
- O.** Regular meal service begins with breakfast on the Friday before classes begin in August and with dinner on Sunday night before classes begin in January; meal service ends with the meal following each semester's last scheduled final examination.
- P.** Meals are provided according to the meal plan selected.

### III. Termination of Contract and Meal and Room Charges

- A.** A housing and meal contract is for the entire academic year(s) or for the period of time a student is enrolled during the academic year(s). If the contract covers the entire academic year, the contract is effective as of the Friday before classes begin. The contract is between the university and the named student and/or his/her guarantor, and is not saleable, transferable, or cancelable except only as follows:

#### Incoming student cancellation of a single year contract:

|                      |  |
|----------------------|--|
| Before May 1         | \$200 prepayment refunded  |
| May 1 and thereafter | \$200 prepayment forfeited; in addition, 40% penalty is applied to the remainder of contract, plus inclusive weekly room and meal charges. |

#### Returning resident cancellation of a single year contract:

|                      |  |
|----------------------|--|
| Before May 1         | \$200 prepayment forfeited   |
| May 1 and thereafter | \$200 prepayment forfeited; in addition, 40% penalty is applied to the remainder of contract, plus inclusive weekly room and meal charges. |

#### Incoming student cancellation of a 2-Year Advantage contract:

|  |   |
|--|---|
| Before May 1 of first year of contract | \$200 prepayment refunded   |
| May 1 and thereafter                   | \$200 prepayment forfeited; in addition, 40% penalty is applied to the remainder of the 2-year contract, plus inclusive weekly room and meal charges. |

#### Returning resident cancellation of a 2-year Advantage contract:

40% penalty is applied to the remainder of the 2-year contract, plus inclusive weekly room and meal charges.

- B.** Residents contracting for only spring semester must cancel by December 15 of the previous semester, to receive their full refund. Cancellation after December 15 will result in full forfeiture of the \$200 prepayment. After the first day of residency or the first day of classes for spring term, whichever comes first, cancellation of the contract by an enrolled university student will result in forfeiture of the \$200 prepayment and a 40% penalty for the remainder of the contract period, plus inclusive weekly room and meal charges.
- C.** No refunds or credits for any changes will be made without approval of the Department of Residence. Requests for changes, including cancellation of the contract, must be submitted in writing to the Department of Residence. For current residents, no refunds or credits will be made within the final six weeks of spring semester. Residents will only be considered for release from their contract by filing a "Residence Hall and Dining Contract Release Application." This application is available in the residence hall office. An appeal board will review the application and a decision in regard to the appeal will be submitted in writing to the student.
- D.** When a student's occupancy of a residence hall room is involuntarily terminated as a result of university action, the student will be penalized 40% of the unused portion of the contract period plus inclusive weekly room and meal charges until the move-out is complete.
- E.** Individuals who pose a danger to themselves and/or other residents may not be eligible to live in university housing. Registered sex offenders and persons who should be registered as such are not eligible for university housing.
- F.** If admission to UNI is withdrawn, no penalty will be applied to the contract. Inclusive weekly charges for room and meals would be assessed, and the prepayment refund policy would remain as stated above.
- G.** The student agrees that if the university uses legal counsel, a collection agent or other person to enforce this agreement, the student will pay the collection costs, attorney's fees, court costs and other expenses incurred by the university in obtaining payment of amounts due under this agreement and/or enforcing this agreement, and interest at the highest rate allowed by law on any unpaid balance.