Published on *Department of Residence* (http://www.uni.edu/dor)

Below is a contract completion guide to help answer some of the questions for different sections of your contract. Click on the sections or scroll below for more information.

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1. Personal Information

- You will need your CatID to access the online contract. For questions regarding your CatID, contact the Computer Consulting Center at (319) 273-5555, its-consult@uni.edu or see CatID FAQ.
- Once logged-in, carefully review your personal information and contact Admissions to correct any errors as necessary. You will also be asked to provide Missing Person Contact Information.
- Students who are under the age of 18 at the time of completing the contract will need to print the required signature page for their parent(s) to sign and return to the UNI Department of Residence, 1501 Redeker Drive, Cedar Falls, IA 50614

2. Panther Picks

You have the option to select a roommate (or be selected) via Panther Picks. Panther Picks is designed to assist you in finding a compatible roommate based on each other?s Panther Profile. It?s also necessary in order to designate a specific roommate of your choice. In order to request a roommate, both of you must have a contract started. All information captured in your profile remains confidential and will not be shared with a third party.

If you would like to use this feature for roommate selection, you must first complete your Panther Profile (returning students should update their profile). From there, you will need to include yourself in the Panther Picks Preference. To search for a roommate, you can either:

- **Browse Matching Roommates** ? this option provides you with a list of students who best match your Panther Profile. You can view profiles, communicate with potential roommates and request a roommate. Once a roommate has been requested, that person will need to confirm the request.
- **Search by Details** ? this option will allow you to add a specific roommate request. You will do so by entering their date of birth and full first and last name. In order for the roommate match to be made, the requested roommate must also complete this process and both of you will need to confirm each other as

roommates.

If you do not participate in Panther Picks, you may be assigned to a roommate through random selection.

3. Residence Hall Assignment Priorities

You will want to select your top 4 choices of residence hall assignment priorities. Refer to Basic Hall Information (as well as Section III on the contract) for hall descriptions and a comparison chart. Students requesting to live in academic learning communities, who have declared that major, will have access to select rooms in those communities during room self-selection.

Lawther

Lawther Hall is currently an all-female hall offering a limited number of suites. If you would like to be considered for a suite in Lawther Hall, please indicate your interest on your Panther Profile. New students will only be assigned to suites if there are three or four students all requesting to live together. When a suite is occupied by only 3 students, each pays an additional $435 per person per year over the double room rate.

ROTH

ROTH Complex is available to students with 30 or more academic credits plus one year of college experience.

Panther Villiage

Panther Village is available to students with 60 or more academic credits plus two years of college experience

Hillside-Jennings

Hillside-Jennings Apartments are available to students who are married (with or without children), single parents with custody of their children, domestic partners, graduate students, veterans, non-traditional (23 years +), and junior/senior transfer students. Students wishing to live in this type of housing should complete an Apartment Application rather than the Housing & Dining Contract.

4. Meal Plan Options

View our Meal Plans to determine which plans you are eligible for and of those the one that best fits your needs.

5. Disabilities and Special Health Needs

We make every effort to accommodate reasonable housing requests related to disabilities and special health needs. Students wishing to request special accommodations in the residence halls should do so with advance notification by completing the Request for Services Form ? Housing and Dining Accommodations available through Students with Disabilities Services. The student?s health care professional will need to complete the Evaluator Form.

Wheelchairs

Students who use wheelchairs, or with other physical disabilities, should request Noehren Hall as their top residence hall choice. You will generally be assigned to rooms on the first and second floors, though Noehren Hall has elevator service to all floors. Adjacent dining centers include elevator access.

Air Conditioners

An air conditioner is permitted when documented as a medical necessity by completing the forms mentioned above. The deadline to submit requests is May 1 for fall semester and December 15 for spring semester. Requests received after the deadline may not be accommodated based on room assignment, or room assignment may need to be changed as not all rooms and halls are set up to accommodate a unit. Requests will be reviewed and a written decision will be provided prior to hall opening. There is a yearly fee of $200 for the installation and usage of an air conditioner. Portable air conditioners are not allowed

6. Contractual Responsibilities

Once you have thoroughly read and completed the Housing & Dining Contract, you must agree to the Terms & Conditions specified in the contract. Please note that this contract is for the full academic year (fall and spring semester) unless:

- You are a new resident in spring semester.
- You are a Culture and Intensive English Program student who is enrolled only for part of a semester.
- You are signed up for the 2-Year Advantage Plan, which is a contract for two full academic years.

7. Changes in Your Contract

If you wish to make any changes to your contract, you must do so by May 1 for fall semester or December 15 for spring semester by submitting your changes online. Any changes that need to be made after those dates may need to wait until after classes start.

Meal Rates
Plan
Completion
Contracting

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