Summer Interim Housing Agreement
(All Students)

By completing this application you are requesting a placement within a Summer Housing location. Assignments made directly by the student or The Housing Office will result in a housing charge that will appear on your student account. Please read this agreement thoroughly and click I agree at the bottom of the page. If you need to review this information with your parent or guardian, please do so prior to clicking I Agree.

1. Housing between academic periods is permitted to accommodate students whose employment or origin makes it impractical or impossible to return home. Accommodations in the Residence Halls include residence hall room, access to laundry facilities, and a small kitchenette. Accommodations in the Student Apartment include an apartment, standard furnishings and one assigned parking spot. Due to housing maintenance in the summer, dorm/apartment residents may be asked to make location changes throughout the summer.

2. Summer Interim Housing Residents must abide by the following:
   a. Conduct themselves according to Christian standards and all rules and policies in the Community Handbook, and specific polices detailed within this housing contract. Any breach of policy and guidelines may disqualify the student from continued residency in campus housing.
   b. Accept room assignments and roommates given by the Director of Housing. Change requests in writing may be submitted to housing@northwestu.edu. One (1) change/cancellation per summer is permitted.
   c. Anyone occupying a room/apartment without approval may be charged 3 times the daily rate.
   d. All payments are to be made at the cashier located in the Davis Building by the first of the month. Rent will be late after the 5th of the month. Late fees are $10 or 5% of the scheduled payment, which ever is greater.
   e. Rent payments should be kept CURRENT and paid in advance. Non-payment of rental fees may result in immediate eviction and door codes and locks changed.
   f. Resident should provide a written seven (7) day notice of intent to cancel interim housing to the housing office located in the Davis Admin Building. Residents may be charged as long as possessions remain in the room. Rent may be prorated based on cancellation/check-out date after the 7 day notice is fulfilled, park in assigned parking areas. This includes no parking on 53rd St. and 114th Ave. NE.
   g. No overnight housing for guests during the interim period. If you have a guest that would like to visit, please have them check out an area hotel or Hospitality Housing on campus.
   h. No cooking in your dorm room.
   i. No pets in your apartment/room or on the University premises.
   j. Student Apartment visitation hours are limited to noon till Midnight during the interim period.
   k. Furniture may not be removed from your room/apartment. Furniture may not be dismantled or relocated during the interim period.
   l. Maintain a clean dorm room or apartment at all times. Rooms and apartments should be ready to receive residents in the fall without outside cleaning. If cleaning is needed, the university may hire a company to clean the apartment/room. All fees and charges may be billed to your student account.
m. Accommodate all moving schedules ON TIME. Clean your room or apartment prior to leaving it. Use the cleaning checklist online.

n. **Improper check-outs may result in the loss of your housing deposit.**

o. Applicants should be registered as a student for the fall semester AND scheduled to live on campus in the fall. Students should not have a balance on their student account to live in housing during the summer. Exceptions may be made for graduates and those working for the university.

3. The University will provide:

   a. Specific summer policies and guidelines within the application that differ from normal semester guidelines.

   b. Community Handbook, application, contracts will be available online at [http://eagle.northwestu.edu/housing](http://eagle.northwestu.edu/housing).

   c. General supervision that includes Resident Assistants, Area Coordinators, Housing personnel and Security.

   d. Custodial services for the residence halls (laundry rooms and restrooms). Residents are required to keep the kitchenettes, lounges and personal areas clean. Apartment residents are required to maintain their apartment.

   e. Two business weeks advance notice of moving dates and inspections. Emergencies may arise and in those situations notice will be provided as soon as possible.

4. Applications should be received by May 1, 2013. Applications received on May 2\textsuperscript{nd} or after may incur a $15.00 late application fee to be assessed on your first SIH payment. Late applications may not be considered for placement. Applicants are screened for fall class registration, balances on their student account, and by the Student Development Office for citizenship probation. Final approval will be made by the Director of Housing and confirmation sent to your NU issued e-mail address.

5. Summer residents may be consolidated to facilitate the maintenance of all residential buildings. Resident hall applicants can expect to be moved to one building. Building maintenance alternates every year, so the same building will not always be open/closed from year to year. Apartment residents can expect that at least 2 buildings will be closed every year. Closures are scheduled to alternate every year; however, the housing office reserves the right to close all or some of the units in the complex in any given summer.

**OPEN For the 2013 Summer Season**
Crowder Hall (Women - May ONLY)
Beatty Halls (Women – June – August)
Gray Hall (Men – All Summer)
St. Apt. Building B

**CLOSED For the 2013 Summer Season**
Perks and Guy Halls Closed ALL Summer. Beatty closed in May.
Crowder closed June – August. St. Apartments Buildings A, C, D

**Summer placements will be available to residents via MyHousing on May 6th.** Your placement will be based on the dates you apply for and are expected to stay. Residents that plan to stay all summer long will be placed together. Residents planning on staying for a limited amount of time will stay together. If you do not like the placement you were given or would like to cancel, you may request a
change/cancellation *once* throughout the summer. Requests should be in writing and sent by e-mail to the housing office. Please understand that not all requests are granted.

6. Please review the below schedule. Changes due to unforeseen complications may occur. The housing office will notify all summer residents by their Northwest University issued e-mail if a change must be made to the below schedule.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1st</td>
<td><strong>Summer Housing Applications DUE</strong>&lt;br&gt;Apps received after this date will have the $15 late app fee applied.</td>
</tr>
<tr>
<td>May 6th</td>
<td><strong>Summer Housing Placements E-mailed to Residents</strong>&lt;br&gt;You may also check on MyHousing.</td>
</tr>
<tr>
<td>May 9th</td>
<td><strong>SIH May Rent DUE</strong>&lt;br&gt;Payment received after this date will have the $10/10% late rent fee applied.</td>
</tr>
<tr>
<td>May 11th</td>
<td>Commencement @ 10:00 AM&lt;br&gt;<strong>Last Day of Semester Housing @ 5:00 PM</strong>&lt;br&gt;(Must be Summer approved to stay past this point)&lt;br&gt;<strong>Apartment Walkthroughs starting @ 5:00 PM</strong></td>
</tr>
<tr>
<td>May 12th</td>
<td><strong>Graduate Check-Out @ 12:00 PM</strong>&lt;br&gt;To qualify for this extended check-out, graduates <em>must</em> complete the Summer Housing Application via MyHousing by May 1st.</td>
</tr>
<tr>
<td>May 12th – 13th</td>
<td><strong>Summer Relocations</strong>&lt;br&gt;Summer Relocations may begin @ 1:00 PM on Sunday (Earlier moves may be possible if space is available.)  Men move to Gray Hall, Women move to Crowder Hall, and Student Apartment residents to Building B. Moves should be completed by 12:00 NOON on Monday.</td>
</tr>
<tr>
<td>May 13th</td>
<td><strong>Housing Rejuvenation Crew Meeting @ 10:00 AM</strong> in the Davis Board Room</td>
</tr>
<tr>
<td>May 14th</td>
<td><strong>May Summer School Session Begins</strong></td>
</tr>
<tr>
<td>May 31st</td>
<td><strong>May Summer School Session Ends</strong></td>
</tr>
<tr>
<td>May 31st – June 2nd</td>
<td><strong>Women Move to Beatty Hall.</strong> Schedule your appointments early with your RA! Plan ahead to check-in to your new location with enough time to check-out of your old location by Sunday night!</td>
</tr>
<tr>
<td>June 1st</td>
<td><strong>Returning Student Housing Cancellation Deadline.</strong> Returning fall residents should cancel by today!</td>
</tr>
<tr>
<td>June 2nd</td>
<td><strong>GPC Closes at 11:00 PM.</strong> Summer Residents should be done moving to Beatty Hall by this time. Doors will be locked. See you in August!</td>
</tr>
<tr>
<td>July 1st</td>
<td><strong>New Student Housing Cancellation Day</strong>&lt;br&gt;This is the last day for New Incoming Students to cancel their Housing Application with fully refundable Housing Deposit. Cancellations must be submitted in writing to The Housing Office.</td>
</tr>
</tbody>
</table>
August 3rd | SUMMER RESIDENTS MOVE TO FALL LOCATION: Start on Saturday – need to be completed by Sunday night (St. Apt residents need to check-in at the Housing Office on Friday the 2nd from 12:00 – 4:30 PM to sign their contract and get their key)  
August 5th | Athletes may return (Check-in day is dependent on coach’s request)  
August 11th | Residence Assistants Check-in Day  
August 19th | Orientation Leaders & Other approved leaders check-in to Fall assignments 2:00 PM – 7:00 PM  
August 21st | New Students Check-In To Housing!! (First day of Orientation)  
August 23rd | Returning Students Check-In To Housing!! (Friday before classes start)  
August 26th | First Day of Classes!!  

7. Rates and Payments: Summer Housing is billed **MONTHLY**. Partial months or “per day” rates are only allowed during May or August for approved situations. Keep in mind - Stays scheduled for less than a complete month will be charged at the **per day rate**. A chargeable day is from 5:00 PM – 4:59 PM the next day. Residents needing to stay partial time on a day will be charged a full day.

Summer Interim Housing monthly payments should be made at the cashier by the first day of the month. Rent is considered late if received on the 6th or after. A $10.00 or 5% late fee which ever is greater may be assessed. Payments for Summer Interim Housing should be kept current or paid in advance. Failure to maintain timely payments may result in removal from Summer Interim Housing. Failure to follow checkout procedures may result in a housing deposit forfeit.

**Summer 2013 Housing Rates:**
- Residence Hall Standard Private Room (No meals, single occupancy, $18.00/day) ..................$ 355.00
- Residence Hall Standard Double Room (No meals, double occupancy $12.00/day) .................235.00

- Student Apts. (2b/2b w/study) (quad occupancy, per student $24.00/day) ...........................505.00
- Student Apts. (3b/2b w/study) (6 student occupancy, per student, $19.50/day) ....................415.00