Fall 2013 New Student Housing Request Form

In order to request housing for Fall 2013 please follow these steps:

1. You must be a candidate for June 2013 graduation from High School. Your **FINAL official** High School transcript or copy of your G.E.D. must be on file at the Admissions office by July 15, 2013.
2. You must be accepted to FM for the Fall 2013 Semester.
3. Schedule and take your COMPASS placement test at FM (Students will not be permitted to register for classes until housing is secured)
4. Submit your Housing Application Packet to the Residence Life Office along with your housing deposit of $300.00; tuition deposit of $40.00, totaling $340.00.
5. Review and sign the Housing Contract for 2013-2014 (attached)

Name: ________________________________________________

Last Name        First        Middle Initial

Address:________________________________________________

Street  Apt. #  City  State  Zip Code

Cell Phone: (____-____-____)  Home Phone: (____-____-____)

Email Address:________________________________________

Date of Birth: ____________________  Gender: Male: _____ Female: _____

**Housing Fees per Semester**

___Single Room, $3,795.00 per semester  

___Double Room, $3,395.00 per semester  

Special Housing Request (Please Explain)  

___Raider A $1,650.00:  175 meals + $200 Raider Bucks

___Raider B $1,650.00:  150 meals + $400 Raider Bucks

___Raider C $1,650.00:  125 meals + $550 Raider Bucks

**Housing Fee Payment**

Payment is due at the time the student accepts placement into housing. Students must pay by credit card, by check or money order for $300.00

Once the housing fee is processed it is NON-REFUNDABLE.

Please select your payment method:

Credit Card: Select one.  [ ] Master Card  [ ] Visa  [ ] Discover

Card #: __________________________  Expiration Date: ______/____

Card Holder Name: ______________________________

Relationship to Student: __________________________

[ ] Bank Check  [ ] Money Order

**PAYMENT OF HOUSING APPLICATION, SECURITY DEPOSIT, AND TUITION DEPOSIT ($340.00) IS DUE AT THE TIME OF APPLICATION. PLEASE MAKE CHECKS PAYABLE TO FMCC.**
Campus View Student Housing – Confidential Health Assessment Form

Name: ____________________________________________________________ Date of Birth: ____/____/____
(LAST) (FIRST) (MIDDLE INITIAL)

Home Address: ______________________________________________________
(STREET, APT. #) (CITY) (STATE) (ZIP CODE)

Student Cell Phone: __________________________ Email address: __________________________

EMERGENCY CONTACT INFORMATION:
Please list parents and/or guardians, and an additional adult in case parents cannot be reached.

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HEALTH INSURANCE-ALL RESIDENTIAL STUDENTS ARE REQUIRED TO HAVE HEALTH INSURANCE AND THIS BOX MUST BE COMPLETED.

Company Name: __________________________ Phone Number: __________________________

Policy#: __________________________
Policy Holder’s Name: (If other than student) __________________________ Expiration Date __/__/____

Do you have any diagnosed medical conditions that we should be aware of? Yes_____ No____
If yes, explain: __________________________________________________________

Name of Treating Physician________________________________________ Phone __________

Do you require special housing accommodations due to a disability? Yes_____ No____
If yes, explain ______________________________________________________

Are you currently taking any medication? Yes_____ No____
If yes, please list current medications. _______________________________________

Are you allergic to any medication? Yes_____ No____ If yes, explain ___________________________

I give consent to have the information on this form released to the Office of Residence Life, the Vice President for Student Affairs, and medical providers as is necessary in the event of an emergency.

__________________________ _______________________
(Student Signature) (Date)

__________________________ _______________________
(Parent Signature Required if Student is Under 18 years of Age) (Date)
This contract is for the Fall 2013 and Spring 2014 semesters. This Housing Contract is not a lease. It is a revocable license which gives you the right to share a suite and to have a bedroom in the residence halls operated by the Fulmont College Association (FCA). This license will be in effect so long as you adhere to the terms of this contract and all rules and regulations issued by the FCA with respect to the residence halls as contained in the Campus View Student Housing Manual or otherwise. Please review the Campus View Student Housing Manual which will be given to you at the time you sign this contract.

Residence Hall Rates:
- Raider Hall, Single Room $3,795.00 per semester
- Fulton Hall, Double Room $3,395.00 per semester
- Raider Hall, Double Room $3,395.00 per semester
- Montgomery Hall, Double Room $3,395.00 per semester

Winter and Summer Terms Housing Rates
The rates for winter term (3 weeks) and summer sessions (2 sessions, 5-week sessions each) will be charged $200/week for housing.

Housing Deposit
A housing deposit of $300 is required at the time of application. Once an application for housing is processed and a student is placed in a suite, $250 is converted to a security deposit and $50 is retained for the non-refundable housing application fee. The housing deposit is part of the process but does not guarantee a room. It will be refunded if you are not offered a room in on-campus housing. The security deposit of $250 is refunded within 60 days after the end of the academic year subject to the following:

a. Room damages beyond normal wear will be charged against the deposit. Damages to common areas will be charged on a pro rata basis against the deposit for all residents of that area. Failure to turn in a room key or suite door key will result in a reduction in the amount of the security deposit that is refunded. Damage costs exceeding the security deposit will result in a bill for the balance, with the student being placed on a “STOP” list until paid in full.

b. Please refer to the Housing Manual for expected behavior as a residential student. If the residence hall contract is breached for any reason, the security deposit will not be refunded and you will be held responsible for the semester charges. You may be released from your obligation under this contract only with the written permission of the Vice President for Student Affairs. You must present compelling reasons for the requested release (i.e., activation for military duty, documented medical reasons). The decision as to whether to accept any such request shall lie solely at the discretion of the Vice President for Student Affairs.

Occupancy Period
The Occupancy Period for all residents of Campus View Student Housing begins on 09/01/2013 and ends on the day after the last final examination day of the spring semester at 2:00 p.m.

Meal Plan:
Students living in campus housing are required to purchase a meal plan. Meal plan options are as follows:
- Raider A: $1,650 per semester: 175 meals plus $200 in Raider Bucks
- Raider B: $1,650 per semester: 150 meals plus $400 in Raider Bucks
- Raider C: $1,650 per semester: 125 meals plus $550 in Raider Bucks

If you withdraw from Fulton-Montgomery Community College, your meal plan will be prorated based on the date of withdrawal from the College.

Payments
All housing charges incurred will be charged to your tuition and fees statement. The Bursar’s Office policies on payment of the tuition and fees bill and any assessed late charges and other penalties for failure to make proper payments apply.

Refund Policy
If you withdraw or are dismissed from Fulton Montgomery Community College, or breach your housing contract for any of the reasons set forth above, you will be responsible for 100 percent of your housing charges for that given semester. If your residence hall contract is terminated due to conduct, this will constitute a breach of this contract, you WILL NOT be entitled to a refund of residence hall charges OR the security deposit.

RESIDENCE LIFE POLICIES AND CONDITIONS OF OCCUPANCY

Students residing in the Residence Halls must be matriculated, enrolled as full-time students, in good judicial standing and be at least 18 years old by December 31, 2013, unless prior permission is given by the Vice President for Student Affairs.

- FCA may revoke your right to reside in the residence hall and take possession of your room if at any time you violate any rules set forth in the Campus View Student Housing Manual (a copy of which you acknowledge reviewing contemporaneous with signing this contract), or any of the policies and conditions recited in this contract.
- FM and/or FCA employees are entitled to enter and inspect residence hall rooms at any time in order to protect the health and safety of students therein, and to ensure the proper maintenance and sanitation of such rooms. FCA shall endeavor (but not be required) to post notice of any general room inspection at least twenty-four (24) hours beforehand. In addition, FM and/or FCA employees are entitled to enter and conduct an unannounced inspection of any residence hall room if it has cause to reasonably believe that illegal activity is or may be occurring in such room or threat of any of the policies or conditions of occupancy either in this contract or contained in the Campus View Student Housing Manual is or may be occurring therein.
- No alcohol or non-prescribed drugs or drug paraphernalia will be permitted anywhere in the residence halls or on residence life property.
- Possession of weapons and/or physical violence is grounds for immediate dismissal from the residence halls and the College.
Students are responsible for the daily care and cleaning of their rooms and suites. Failure to keep common areas in the suite clean may result in all occupants of a suite being charged for the cleaning of those areas. All suites will be checked at each break closing and any that pose potential health hazard or are not cleaned so that a new occupant could move in will be cleaned and all current residents will be charged for the cleaning and may face disciplinary action.

Students residing in a room are jointly and individually responsible for the furniture and condition of the room. Students will be charged for damages as they occur during the academic year and will be expected to promptly and fully pay for any and all such damages. Students who fail to respond to notices of fire safety violations will be fined for those violations.

FCA shall not be liable, directly or indirectly, for loss or damage of any article of personal property or vehicle anywhere on the premises caused by fire, water, steam, the elements, insufficient heat, loss or surges of electricity, the actions of third persons, or any other acts of nature resulting in the interruption of service or damage to personal belongings. Additionally, students who cause damage in the residence halls including major structural damage, even accidentally, should expect to be held financially accountable. Students are responsible for insuring their own property by purchasing renters insurance or assuring coverage on their parents’ homeowners insurance.

No animals or pets are permitted in the residence halls.

All room changes must have the prior approval of the Director of Residence Life. As all room changes require turnover cleaning, there will be a $50 fee on the students’ accounts any time they change rooms.

There should be no more than ten (10) people in a suite at one time due to fire safety issues.

The FCA reserves the right to re-assign students where it is determined to be in the best interest of the resident population.

Students may not take a roommate; assign, subcontract, lease, or otherwise transfer their interest under this contract; or permit anyone not duly assigned or approved by the Director of Residence Life to share any part of the room or suite.

Residence halls are closed during the Holiday break period and spring break period. Students must leave the residence halls during these periods (specific dates to be set by the college calendar) unless approved by the Director of Residence Life.

If a student is younger than 18 years of age at the time this contract is signed, the student authorizes the College and FCA to communicate with the student’s parent(s) and/or guardian(s) at any time, regardless of whether the student’s 18th birthday occurs during the license term.

Any student found to be tampering with, modifying or blocking fire safety or suppression systems and equipment shall be dismissed from Campus View Student Housing and the College.

Abandoned Property Policy
Any personal property that remains in a room or suite upon termination of this license shall be deemed abandoned and will be disposed of by FCA at its sole discretion. FCA may, in its discretion, make efforts to notify students and/or student’s parent or guardian that property has been found in room. The FCA, FM, or their agents or contractors do not assume any responsibility for any such property at any time, regardless of the course of action taken.

Enforcement Procedure
The Director of Residence Life and staff are delegated the responsibility to take the actions necessary to insure the health, safety, and welfare of the residents. Responsibility for interpretation of the residence hall rules, as well as their enforcement, is solely that of the Director of Residence Life.

It is understood and agreed that the student accepts and agrees to the terms, and subject to the general rules and regulations of the College with respect to its students, as the same in FCA’s discretion may be amended from time to time. A student who fails to observe any of the terms and conditions of this contract will forfeit his/her right to reside in the residence halls and also may be subject to disciplinary action according to the rules and regulations of the College. FCA reserves the right to remove any student from his/her residence hall room if, in the judgment of the Vice President for Student Affairs or designee, the student has engaged in threatened acts of misconduct such that his/her continued presence would endanger public order, property, threaten the personal safety or security of others (whether by acts of physical or mental harassment or other means) or be sufficiently disruptive as to adversely affect the ability of others to pursue their educational goals.

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It is the policy of the Fulmont College Association to provide equal opportunity for all qualified applicants, students, and employees; and to prohibit discrimination on the basis of race, color, sex, religion, national origin, age, disability, marital status or sexual orientation.