

SAINT MICHAEL'S COLLEGE
Residential Contract
2009-2010

HOUSING REQUIREMENTS- All full-time undergraduate students not living with their parents are required to live on campus in housing provided by Saint Michael's College. Exceptions may be made for documented self-supporting students, marriage/family, or when space in the halls is unavailable (then seniors would have priority for consideration to move off campus).

CONTRACT PERIOD- Housing and meals are available according to the following schedule: (Calendar may be subject to minor revision)

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| Fall Semester 2009 | -Sun., August 30: | <i>Halls & Apts. Open -10:00 a.m. (First meal-Lunch)</i> |
| | -Mon., August 31: | Classes begin |
| | -Tues., November 24*: | Thanksgiving break begins (Last meal-Lunch) |
| | -Sun., November 29: | (First meal-Dinner) |
| Spring Semester 2010 | -Fri., December 18: | <i>Halls & Apts. close-6:00 p.m. (Last meal-Dinner)</i> |
| | -Sun., January 10: | <i>Halls & Apts. open-12:00 noon (First meal-Dinner)</i> |
| | -Mon., January 11: | First Day of Class |
| | -Fri., March 12*: | Spring break begins- <i>Halls & Apts. close-6:00 p.m. (Last meal-Lunch)*</i> |
| | -Sun., March 21: | <i>Halls & Apts. open-12:00 noon (First meal-Dinner)</i> |
| | -Fri., May 7: | <i>Halls & Apts. close-6:00 p.m. (Last meal-Dinner)</i> |
| | -Thurs., May 13: | Graduation Day |

Students residing in Saint Michael's College housing and staying beyond the above contract dates may be subject to additional housing fees charged on a daily basis. *Meals during these breaks will be available at an additional expense.

FALL SEMESTER CLOSING- Students must vacate the halls/apartments 24 hours after their last final exam. However, the halls/apartments officially close at 6:00 p.m. on December 18 and all students are required to vacate by that time. Students who are here beyond this date (without permission) will be subject to a fine. (*Departure plans must be made according to that schedule to avoid additional housing cost.*)

SPRING SEMESTER CLOSING- The halls/apartments will officially close at 6:00 p.m. on May 7. Students must vacate their residences 24 hours after their last final or by the above date, whichever comes first. Any student staying beyond this date with permission may be charged additional housing costs. Before departing, all residents must check out with the residence hall staff and return their key(s). Room accommodations will be provided for graduating seniors participating in the official commencement ceremonies. A limited number of facilities will be open for seniors, and consolidation may be necessary and all students must vacate by 6:00 p.m. on the day of commencement. Students who are here beyond either date without permission will be subject to a fine.

RESIDENTIAL CHARGES - The charges for the 2009-2010 academic year are as follows:

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| Traditional Residence Fee..... | \$8280.00 | Apartment Residence Fee..... | \$6460.00 |
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The Residence Fee is for room, board and campus services. The Apartment Residence fee is charged to upperclass students living in the Townhouse's, Hodson Hall and Ethan Allen Apartments. Traditional Residence fee is charged to students living in the remaining residential halls/areas. Students living in College housing are required to have their meals in the College Dining Hall. Students residing in traditional housing will have a "Carte Blanc" meal plan. Upperclass students living in apartment housing will have a 40 Block meal plan. The college reserves the right to change meal plans as deemed appropriate. All meal plans cease at the end of each semester and are not transferable.

RESIDENTIAL CHARGES- The Residential charges for each semester is due and payable upon receipt by the student of the statement of semester charges from the Business Office.

TERMINATION OF CONTRACT- The College may terminate this contract, or any portion thereof, for the following reasons: ineligibility to continue enrollment resulting from failure to meet academic requirements, failure to maintain each semester an academic load of 12 credits, or extenuating disciplinary circumstances. Permission to terminate this contract may be granted by special approval, provided that such a release would not create a permanent vacancy. Students moving from halls for personal reasons, judicial sanction or without approval may not receive any refund on their residential contract.

ROOM ASSIGNMENTS- All upper-class students choose their room during the Room Selection process, which is held in the spring for the following fall. Only those currently living on campus are permitted to participate in Room Selection. Detailed information will be distributed prior to the beginning of the process. Housing assignments may be altered only by the Director of Residence Life in order to achieve the goal of accommodating students with special needs and/or if the best interest of the college indicates such action.

ILLEGAL ROOM CHANGES will result in a \$50.00 fine and/or the student return to their assignment. There is a room freeze for the first two weeks of every semester to give the Residence Life Office a chance to reconcile rosters although we retain the right to approve changes at any time.

ROOM ENTRY- The College considers a student's room private and respects the resident's right to privacy. However, under reasonable conditions, the College reserves the right, without search warrant, to conduct an inspection or search of any student's room at any time with the approval of the Dean of Students or a designee. Furthermore, the College reserves the right to enter student rooms during all vacations periods for maintenance, housekeeping, and safety reasons.

ROOM CONDITION/DAMAGE- Students will have the opportunity to notify Residence Life staff of damages to their room / suite/ apartment at the start of each period of occupancy. Any damage or repairs necessary (beyond normal wear) when residents vacate, that are not listed

documented upon move-in, will be billed to the occupants of that room. All spaces should be left in the condition students found it upon arrival.

Any damage that occurs in a student's individual room or in any common suite, apartment, townhouse, lounge, or hallway during the academic year will be assessed to that student(s) at the time of incident unless the damage is determined to be the fault of a third party. Room owners are held financially responsible for all damage to their rooms or common areas.

Residents are responsible for reporting any damage and/or broken windows, doors, or locks to Physical Plant in a timely fashion. Failure to do so may result in further damage and/or unauthorized entry by others, both for which the student is held accountable. It is also the responsibility of the student to insure that their door and windows are locked when departing for vacations/breaks. Failure to do so may result in the student being liable for any damages incurred. Residents are permitted to personalize their rooms with the exception of painting or permanent decorations. Construction of lofts is allowed in some areas, with the exception of the Cashman, Canterbury or Pontigny Hall, Ethan Allen Apartments, Hodson Hall, and Townhouses). Guidelines for construction are in the Student Code of Conduct and College Policies under "Room Alterations". All lofts must be registered with Residence Life staff, and all construction must be removed by the residents prior to the end of the year. Cinder blocks are prohibited in residence halls.

Signing a Residential Contract is like signing a lease for an apartment off campus. As such, you have accepted the "responsibility for any loss or theft of personal property (either yours or your guests'), or for damages or destruction of such property by fire, water, or any other cause. All residents are advised to procure insurance against such eventualities, since the College does not purchase this protection for students".

VISITATION HOURS- Guests of the opposite sex are permitted in the residence hall/apartments Sunday-Thursday, 9:00 a.m. to 1:00 a.m.; and on Fridays and Saturdays, 9:00 a.m. to 2:00 a.m. Residents are responsible for the behavior of their guests and their departure by specified hours.

COOKING/APPLIANCES- For reasons of safety and sanitation, no cooking appliances other than low voltage microwave ovens are permitted in residence hall rooms. Glass bottles are prohibited in residence halls and living areas.

REFRIGERATORS- Refrigerators, 4.0 cubic feet or smaller, are permitted in residence hall rooms. Refrigerators are never permitted in the hallways or corridors.

FIRE HAZARD- Any room alterations (including lofts) must be in compliance with existing fire codes. Because candles and incense are both open flames and considered fire hazards, neither are permitted in any residential facilities and are subject to a disciplinary action and/or fine. Halogen lamps are prohibited in all residence halls/ apartments/ houses. Kerosene or electrical space heaters are not permitted in any residence hall, room, or apartment. Exterior holiday lights are prohibited.

SMOKING POLICY- Smoking is prohibited in any college housing. In order to provide a safe and healthy environment for the college community and to assure compliance with Vermont smoking policy legislation, it is the policy of Saint Michael's College to maintain a smoke-free campus. We are defining "smoke-free" environment in this context as a work and living space in which no individual is forced involuntarily to breathe smoke from cigarettes, cigars or pipes. It is expected that all members of the community will work together to maintain an environment of mutual respect.

Please refer to the Saint Michael's College Student Code of Conduct and College Policies for further information regarding the Smoking Policy.

ROOM KEYS- Rooms of all students should be kept locked when unoccupied. College authorities are not responsible for personal property missing from rooms. A student losing a key may replace it by paying the \$25.00 fee per key and filling out the key request form in the Student Life Office. In the event of a lock change, an additional charge will be levied. Students who withdraw from the college or leave for the summer and do not return their keys, will be billed \$25.00 per key (non-refundable).

FURNITURE REMOVAL- College furniture (bed frames, mattresses, couches, and other furniture) is not to be removed from student rooms/apartments. Furniture found in hallways, basements, or outside, will be removed by Physical Plant and the student will be charged for the replacement cost.

PETS- No pets (dogs, cats, fish, ferrets, lizards, etc) may be kept in residence halls/apartments or brought into any building on campus.

HOT TUBS- Due to liability, safety, and maintenance concerns, hot tubs are not permitted on campus.

WATERBEDS- Waterbeds are not permitted in the residence halls/apartments.

DISCLOSURE-Your living space may contain sources of lead and asbestos. Should you have a concern, please contact Physical Plant.

COLLEGE COMMUNICATIONS POLICY- Saint Michael's College, and therefore The Student Life Office, officially communicates with students in three ways: Electronic (Mikenet Email), Voice (campus voicemail), and on College Letterhead distributed to campus PO Box and/or permanent address. Students will be expected to check all three means of communication on a regular basis and will be responsible for their timely response to the information provided.

The above stated guidelines are written with the health and welfare of all residential students in mind. Saint Michael's College reserves the right to make modifications pertaining to matters included on this contract and those in the Student Code of Conduct and College Policies when such modifications are deemed necessary. This document is available online at <http://www.smcvt.edu/studentlife/residential> under "Policies and Documents".