

*Administrative Use Only

Application Received (date) _____ Deposit (Y/N) ___ Check# _____ Received By (initial) _____

Check One: New Resident _____ Returning Resident _____

APPLICATION/CONTRACT FOR LCC CAMPUS HOUSING

What term(s) are you applying for (mark the term and complete the year)	Fall 20__	Spring 20__
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Read the entire contract carefully before signing. A deposit of \$150.00 (\$15.00 none refundable) is required before a student may check into the residence hall (students returning to campus housing who have not received a refund from their original deposit are exempt). NOTE: deposits must be made by the student; scholarships may NOT be used to pay the housing deposit.

STUDENT INFORMATION - Required

NAME	S-NUMBER
HOME ADDRESS	
CITY	STATE/PROVINCE
	ZIP
STUDENT'S PHONE #	EMAIL ADDRESS
SEX (M/F)	BIRTH DATE
	Age
Special Need(s) or Accommodation(s) (Y/N)	Please describe the need/accommodation below
Emergency Contact: Name	
	Relationship
Phone	Email Address
Will you be participating in an intercollegiate sport or an academic program (Y/N)	LOI Signed (Y/N)
Name of Program/Sport	Name of Coach/Advisor

ROOM ASSIGNMENT – Optional

Preferred Roommate/Room

Note: room assignments are made based on occupancy. Student's roommate and or room assignment may change in consideration of, but not limited to; availability of space, individual needs, and or academic/athletic program consideration. Upon check-in, room and or roommate reassignment requests will be restricted within the first six weeks of the term. All room assignments and or roommate pairings must be approved by the Coordinator of Residence Life (see *Resident Handbook*)

I have read, understand and agree to the information above and on the reverse of this application. I declare under the penalty of perjury that the information furnished is, to the best of my knowledge and belief, true, correct, and complete. I certify that this application was completed by the student (myself). Applications completed by any other party constitute fraud. Both Parent and Student signature is required if student is under 18 years of age.

Student's Signature	Date
Parent's Signature (if under 18)	Date

*****Incomplete Applications WILL NOT be Accepted*****

Terms and Conditions

The purpose of this agreement is to establish terms and conditions of occupancy between the student and Lamar Community College. **(Students must initial all spaces indicated after reading)**

(Initial)_____ All single freshmen students under the age of 21, not living with parents or direct relatives (21 or older) while attending Lamar Community College, are required to live in the College Residence Hall. Students who have complete two (2) full-time semesters on a college campus (distance ed. & H.S. concurrent enrollment not included) are exempt from this requirement. Transcripts are required from transfer students or automatic billing will occur. Students may submit an on-campus housing exemption form to the Vice President of Administrative Services. Students who do not receive approval from the VP of Administrative Services, who fall within the *live-on* requirements may be automatically billed for a room and board plan.

(Initial)_____ Only *full-time* students at Lamar Community College may reside in the residence hall unless special permission is given in writing by the Vice President of Administrative Services. The College reserves the right to refuse housing to anyone who is delinquent in the payment of housing bills; who has demonstrated an unwillingness to abide by Housing Rules and Regulations (also subject to disciplinary action by the College); or who exhibits behavior which is incompatible with the maintenance of order and propriety in the Residence Hall.

All students living on-campus are required to have 19 meals per week.

(Initial)_____ A fifteen dollar (\$15.00) fee will be deducted from the deposit for Residence Hall activities. If no damages have been incurred, the remaining one hundred and thirty-five dollars (\$135.00) will be refunded upon check out. If a student places a deposit for a room and chooses not to attend, one hundred dollars (\$100.00) of the full amount will be refunded. This amount may only be refunded after the student has notified the college (before the Census date) that they will not be checking into the hall (see *live-on* requirements above). If a student has an outstanding bill at Lamar Community College, the deposit will be applied to the amount for which the student is responsible.

Students must follow proper check out procedure to be eligible to receive their deposit refund (\$135) See *Resident Handbook: Check Out*.

Any property damages will be charged to the student's Banner account.

(Initial)_____ The college reserves the right to enter a student's room when there is a reason to believe: (a) An occupant of the room may be physically harmed or endangered;(b) College property is being damaged;(c) College policy or terms of this contract are being violated;(d) Federal, or state, or local laws are being violated;(e) For cleanliness or safety reasons.

(Initial)_____ The *Resident Handbook* and the parts of the catalog that are applicable to the operation and administration of the residence hall are hereby made a part of this agreement. Failure of the student to comply with said rules, regulations, and/or policies will lead to disciplinary action by the college. **The college is not obligated to give student warnings or probation periods and may terminate this agreement, for disregard or disrespect of college policies or other behavior which is incompatible with the maintenance of order and propriety in the Residence Hall.** A student terminated by the college is not eligible for future housing and board.

(Initial)_____ The College assumes no responsibility for the theft, destruction, or loss of money, valuables, or other personal property belonging to, or in the custody of, the students regardless of the cause.

(Initial)_____ To the extent authorized by law, the students shall indemnify, save and hold harmless the State, its employees and agents, against any and all claims, damages, liability and court awards including costs, expenses and attorney fees incurred as a result of any act or omission by the student pursuant to the terms of this agreement.

(Initial)_____ If a student withdraws from the college during a term, therefore causing the student to move from the residence hall, he/she must give the written notice five (5) days in advance. **The following refund schedule will apply to the room and board fees, effective on the date of check-out (or in the case of evictions, date of eviction): before the census date, he/she is charged 1/3 for room and board; after the census date, he/she is charged the full amount of the semester's room and board.** If a student does not follow proper checkout procedure as outlined in the *Resident Handbook* he/she forfeits the entire deposit. Any property damage is charged to the student and additional charges are assessed if the damage amount exceeds the deposit. If there are no damages, the remaining one hundred and thirty-five dollars (\$135.00) is refunded (after proper check out).

The College reserves the right to amend or change the "Residence Handbook" when deemed necessary for the safety and/or comfort of residents. Said revisions, when made, are hereby made part of this agreement.

*****Incomplete Applications WILL NOT be Accepted*****