

## TERMS OF THE OLIVET COLLEGE CAMPUS HOUSING LICENSE

The term of the license is for the Academic College Year. Room assignments are made on the basis of a full academic year, subject to early termination only in the case of the student's withdrawal or graduation from Olivet College (*The College*). Violation of any (a) state or local statutes or laws, (b) provisions of the *Student Handbook* or any other College publications or notice, (c) other policies or regulations which may be established by the governing body of The College. Room changes will be refunded to the extent indicated in the College Refund Policy and only if the student has complied with proper withdrawal procedures and not otherwise.

**Article of Incorporation:** Licensee is responsible for the standards, procedures and regulations set forth in this License and in the Olivet College Student Handbook and all other college regulations. All public laws are hereby incorporated by reference and made a part hereof.

**Housing Policies:** Students enrolled in the Intensive Learning Term (ILT) who were residential students in the non-intensive portion of spring semester are eligible to reside in campus housing for no charge during the ILT. Should the student withdraw from the ILT he/she must vacate campus housing within 24 hours. Student athletes may reside in campus housing during the ILT period if they are listed on an official team roster as members of an in-season sport with the Athletic Department. ILT students and athletes must have been residential in the non-intensive portion of the spring semester. It is expected that athletes will be out of their spring semester campus housing within 24 hours after their last date of competition. Room assignments and ID cards are non-transferable. All campus housing charges are billed by The College and are subject to payment provisions described in the College Catalog.

**Dates of Occupancy:** The space which has been reserved for the Licensee will be held until the first day of the semester, unless the Office of Student Life is notified in writing beforehand and grants an extension. In the event that the Licensee fails to check-in before the start of classes, or to obtain an extension, this License Agreement may be terminated without prior notice and the space may be reassigned to another student. If a student does not obtain permission to reside off campus she/he will waive all seniority rights for housing placement and will continue to be held responsible for their room and board for the duration of the academic year.

**Room Changes:** Room changes must be authorized by a Hall Director and are conditional upon space availability and educational appropriateness. Students who begin or complete a move before the authorization process is completed will be charged a \$100 improper room change fee. No room changes are authorized or made during the first two weeks or last two weeks of any semester. All students desiring a room change must first meet with their Resident Advisor, and then the Hall Director for that building, or Director of Residence Life. At the end of the semester, rooms may remain occupied until the official stated closing time of campus housing. Campus housing and the campus dining facility will be closed during vacation periods (Thanksgiving, winter and spring breaks) and students are not permitted to remain in their rooms during these times. Students are responsible for making alternative arrangements. If not enrolled in the ILT, students must vacate their rooms as designated by The College.

**THE COLLEGE WILL ASSUME NO LIABILITY DIRECTLY FOR LOSS OR DAMAGE TO PERSONAL PROPERTY BY FIRE, FLOOD, THEFT, OR ANY OTHER CAUSE. EVERY STUDENT IS ENCOURAGED TO REVIEW HIS/HER FAMILY PERSONAL PROPERTY INSURANCE COVERAGE.**

**Keys and Damages:** Residents are responsible, both individually and collectively, for all damage and defacement of their rooms. In public areas, if the responsible party for damage and defacement cannot be found, then the residents collectively may be responsible for fines and fees. Students will be billed for damages during and/or at the end of the semester. For their own protection, students are required to complete a Room Inventory form upon checking into and out of a room. Students are required to return their keys when checking out. Failure to return keys will result in a \$50.00 lock change and a \$50.00 improper check-out fee and, if applicable, a minimum of \$50.00 cleaning fee.

**Furnishings:** Removal of college furniture or property from public areas or student rooms/suites will result in a \$50.00 fine, disciplinary action and/or criminal prosecution. If furniture is found to be missing, a replacement fee will be charged. The College does not provide storage for student's room furniture or personal belongings. Any lofts must be built and maintained according to Olivet College Guidelines for Loft Construction, and will be inspected.

**Liability:** When leaving The College, anything left in a room, apartment, or house is considered abandoned and/or trash. No storage is offered and the college is not responsible for any items left behind.

**Fire Safety:** Firearms, fireworks, weapons and any other property or materials which have the potential to be dangerous to persons or property are strictly prohibited from all college housing. The student agrees to comply with the regulations of the *Olivet College Student Handbook* for appliances, computers, weapons, and fire safety. Offender's fire safety policy will be subject to fines, removal from campus housing, disciplinary proceedings and/or criminal prosecution.

**Selling, Soliciting and Canvassing:** Solicitations, sale or promotion of any goods or services by any person or company is forbidden within campus housing.

**Pets:** Harmless fish in up to a 10 gallon aquarium are permitted campus housing. No other pets are allowed in residence halls or apartments. Please refer to the pet policy in the Olivet College student handbook for more information regarding pets in theme/Greek Houses.

**Alcohol and Other Drugs:** The College, without exception, supports the laws of the U.S. Government, State of Michigan, Eaton County, and the City of Olivet, including those relating to use and possession of alcoholic beverages and illegal drugs. All residents must agree to comply with such laws and the Olivet College Student Handbook.

Students agree to comply with residence campus housing regulations stated in the *Olivet College Student Handbook* and others deemed necessary by The College. The College reserves the right to terminate the privilege of on-campus residence for any student found in violation of said regulations or in violation of community standards. Occupancy of college housing is limited to registered Olivet College students who have been assigned to a particular room. Refer to the *Olivet College Student Handbook* for the guest and visitation policy.

**Room Search:** It is occasionally necessary for college staff members to enter student rooms for the purpose of fulfilling maintenance and repair requests, or to ensure the observance of basic health and safety standards. While fulfilling their administrative responsibility to enforce college regulations, Office of Student Life staff and Campus Safety may also enter student rooms to eliminate disruptive noise if the student is not present, and/or under conditions of immediate and serious threats to the safety or well-being of persons or property in the room. Searches of rooms and their contents can be ordered by Campus Safety officers or Office of Student Life staff when there is reliable information, in the judgment of The College, that a local, state, federal law or college policy has been violated. Such a search can happen at any time without prior notice. Whenever possible, the occupant of the room being searched is to be present. This policy applies to all campus housing.

**Furniture Inventory:** Occasionally, Office of Student Life staff will be asked to count the furniture in campus housing. If there is no answer at the door, the staff members will key into the room to do the count. These counts may take place at any time, and may take place more than once a semester.

**Room Consolidation:** If a student occupies a standard multiple occupancy room without a roommate, the student may be asked to consolidate with another student. Consolidation of rooms and/or roommates will usually be made the first two weeks into each semester. The College reserves the right to consolidate students for occupancy control at any time. Every effort will be made to notify students of a new roommate, but notification is not guaranteed. See the *Olivet College Student Handbook* for more details.

### **Lead Paint Notice**

**Lead Warning Statement:** Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention. – USEPA [http://www2.epa.gov/sites/production/files/documents/lesr\\_eng.pdf](http://www2.epa.gov/sites/production/files/documents/lesr_eng.pdf)

Olivet College has no knowledge of lead-based paint and/or lead-based paint in campus housing.

Olivet College has no reports of or records pertaining to lead-based paint and/or lead-based paint hazards in campus housing.

Residents may find the pamphlet *Protect Your Family from Lead in Your Home* at:

[http://www2.epa.gov/sites/production/files/2014-02/documents/lead\\_in\\_your\\_home\\_brochure\\_land\\_b\\_w\\_508\\_easy\\_print\\_0.pdf](http://www2.epa.gov/sites/production/files/2014-02/documents/lead_in_your_home_brochure_land_b_w_508_easy_print_0.pdf)

It is the responsibility of each resident to read and understand this pamphlet.

These links may also be found at [my.olivetcollege.edu](http://my.olivetcollege.edu) under the Student Life tab, then under Housing.

**Discrimination Policy:** It is the policy of College to provide an educational environment, programs and activities, and a workplace free of unlawful discrimination on the basis of race, color, religion, sex or gender, national origin, age, height, weight, marital status, sexual orientation, veteran status or disability. Residents are expected to treat all individuals with respect and civility.

**Request for Release from the License Agreement:** If any clause or provision of this license shall be found to be unenforceable or inapplicable, the remaining portion shall be enforceable to the fullest extent permitted by law. Without proper authorization to terminate this License Agreement, the Licensee will be held responsible for the entire term of the License. The act of vacating the room does not constitute release from the Licensee's obligation.

**Room and Board Refunds:** All refunds will be processed according to The College refund policy found in the *Olivet College Academic Catalog*. Refunds will be given in accordance with this policy, if and only if, the student has complied with proper withdrawal procedures and not otherwise. Board refunds for all students are prorated based on the date the student officially withdrew from The College. The date used to determine board refunds is the date on which all formal checkout procedures have been completed. Any student whose occupancy is terminated by the College will not be eligible for the remaining period of the license.

For further explanation of any of the above policies, please consult *The Olivet College Student Handbook* or the *Olivet College Academic Catalog*.