Dear Student:

Welcome to Summer Housing and Residential Life at MTSU!

Summer school at Middle Tennessee is guaranteed to be a fast-paced academic experience. To assist you, Housing & Residential Life offers a limited number of spaces for Summer School Students in the Womack Lane Apartments, as well as offers continuous housing in Scarlett Commons Apartments for continuous students (conditions apply, see information on Scarlett Commons below). Summer Rates for these available accommodations may be found at www.mtsu.edu/housing.

Summer housing officially begins with the SI term’s May 12th check-in and will continue to the end of S4 on August 9th for students enrolled in all three summer sessions. The period following August 9th prior to Fall check-in falls outside of the traditional Summer and Fall contract periods and is not included in Summer housing rental payments. You are expected to vacate your current Summer assignment location after the conclusion of summer school unless you specifically request and are approved for housing during this interim non-contract period and pay the appropriate housing fees. As a resident during this interim non-contract period (August 9th to August 23rd), the Fall/Spring license agreement will take effect immediately for those approved for early Fall check-in and making the additional rental payment.

For students enrolled for only partial summer, residents must vacate their summer accommodations on the day of their last final exam in the last session for which they have applied for housing. Failure to checkout and/or to checkout properly will result in additional charges.

Things to know before making application:

Please take careful notice of the check-in and check-out dates. Checking in prior to the official check-in date or failure to check-out properly and on the appropriate check-out date will result in additional charges of $35 each day. For students wishing to stay on campus between the end of Summer and start of Fall (the period August 9th to August 23rd), this cost is also $35 each day. To seek approval or additional information, please contact Ms. Money at Barbara.Money@mtsu.edu.

Review Cancellation Requirements. Please review the cancellation requirements and refund schedules as they apply to occupants who wish to cancel their application prior to the first check-in day for any given period within the summer term. Release provisions are limited for those residents who may wish to withdraw from their License Agreement. Please refer to the License Agreement for complete information regarding withdrawal conditions. Your signature on the Residential Life Application signifies your full acceptance of the terms and conditions of the Housing License Agreement.

Room/Roommate Preference Availability. Assignments are made on an application date basis, and while every effort is made to honor roommate preferences, we are not able to guarantee specific assignments. The applicant agrees to accept the accommodations assigned, as outlined in the License Agreement. Please be advised that there is traditionally a great demand for on-campus housing, and we encourage you to apply for accommodations as early as possible. In addition, please note that assignment to summer school housing does not imply nor guarantee assignment for the academic year to include both fall and spring terms. If you are interested in academic year housing, you must submit a separate application and the required $350 prepayment for Fall/Spring housing.

Summer Application procedures - To apply for Summer 2019 on-campus housing, please complete the following steps:

1) Thoroughly read the attached Housing License Agreement, check-in and check-out information.
3) Enclose the required summer prepayment of $175.00.
4) Return all materials to Housing and Residential Life at MTSU (Keathley University Center, Room 300).

We encourage you to retain a copy of all materials for your records. It is important that you read the Housing License Agreement carefully and completely and that you understand your application and assignment will be for the period indicated on your application only. Assignments beyond the period of application cannot be guaranteed due to limited summer accommodations. If circumstances require you to extend your accommodations beyond the application period contact the Housing Office immediately at 615-898-2971.
Apartment Assignment Qualifications:

Scarlett Commons - Residents who are eligible to live in Scarlett Commons for Summer 2019:

1. Current Spring 2019 Scarlett Commons residents who are assigned to Scarlett Commons for the academic year to include Fall 2019/Spring 2020 and apply to live on campus for Summer 2019 are considered continuous occupants. Your rate will be:

SUMMER 2019 TERM CONTINUOUS OCCUPANCY BUILDING RATES

<table>
<thead>
<tr>
<th>Building</th>
<th>Type of Accommodation</th>
<th>RESTRICTIONS APPLY TO ALL APARTMENT CONTINUOUS ASSIGNMENTS All Summer ONLY offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scarlett Commons Apartments</td>
<td>Private Bedroom</td>
<td>$1,099.00</td>
</tr>
</tbody>
</table>

2. Residents assigned to Scarlett Commons for the academic year to include Fall 2019/Spring 2020 and who apply to live on campus for Summer 2019 are considered non-continuous occupants. Your rate will be:

SUMMER 2019 TERM NON-CONTINUOUS OCCUPANCY BUILDING RATES

<table>
<thead>
<tr>
<th>Building</th>
<th>Type of Accommodation</th>
<th>RESTRICTIONS APPLY TO ALL APARTMENT NON-CONTINUOUS ASSIGNMENTS All Summer ONLY offered</th>
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</thead>
<tbody>
<tr>
<td>Scarlett Commons Apartments</td>
<td>Private Bedroom</td>
<td>$1,292.00</td>
</tr>
</tbody>
</table>

All Scarlett Commons Summer 2019 residents must meet the following criteria:

A) Student must be enrolled in a minimum of one, 3-hr class and have fees paid prior to the period of summer 2019 occupancy.

B) Spring 2019 Scarlett Commons current residents are not guaranteed summer assignment to their Spring 2019 assignment location. If necessary, an alternate assignment will be made and you will be required to move. We will know more about those impacted as the summer approaches and will keep you informed.

C) **Financial penalties are applied when:** Residents who have their Fall 2019 reservation cancelled for any reason or do not enroll in at minimum one 3-hr class will have financial penalties (change in rent charge to a minimum full term charge of $3355.00, forfeiture of prepayment, etc.) and may be asked to move from the assignment location.

Womack Lane - Residents who are eligible to live in Womack Lane for Summer 2019:

1) Current Spring 2019 Womack Lane residents who make Summer application for the period of Full term on or prior to the reapplication deadline of **February 1st** and who are assigned to Womack Lane for the academic year to include both the Fall 2019 and Spring 2020 and who apply to live on campus for Summer 2019 are considered continuous occupants. These residents will not be required to enroll in the minimum 3 hour Summer 2019 class but will be required to pay rent in full in advance of occupancy. Your rate will be:

SUMMER 2019 TERM CONTINUOUS OCCUPANCY BUILDING RATES

<table>
<thead>
<tr>
<th>Building</th>
<th>Type of Accommodation</th>
<th>RESTRICTIONS APPLY TO ALL APARTMENT CONTINUOUS ASSIGNMENTS All Summer ONLY offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Womack Lane Apartments for Single Students</td>
<td>Private bedroom, Shared Apt 1-bedroom, private apt</td>
<td>$1,099.00</td>
</tr>
<tr>
<td>Womack Lane Apartments for Students with Families</td>
<td>1-bedroom furnished 2-bedroom unfurnished</td>
<td>$1,099.00</td>
</tr>
</tbody>
</table>

Residents in this category must meet following criteria –

A) Current Spring 2019 residents of Womack Lane who make Summer application for the period of Full term are not guaranteed summer assignment to their Spring 2019 assignment location. If necessary, an alternate assignment will be made and you will be required to move. We will know more about those impacted as the summer approaches and will keep you informed.
B) **Financial penalties are applied when:** Students who have their Fall 2019 reservation cancelled for any reason will have financial penalties (change in rent charge to a minimum full term charge of $3355.00, forfeiture of prepayment, etc.) and may be asked to move from the assignment location.

2) Current Spring 2019 residents of Womack Lane who make summer application for the period of Full term, but at the time of application are not returning to Womack Lane for the academic year to include both Fall 2019/Spring 2020 are considered non-continuous occupants. These residents will be required to enroll in at minimum one 3-hr Summer 2019 term class.

   OR

   Student not a current Spring 2019 resident of Womack Lane who makes summer 2019 application for the period of the Full term and is assigned to Womack Lane for the summer 2019 term is considered a non-continuous occupant. These residents will be required to enroll in a minimum of one 3-hr Summer term class.

Your rate will be:

<table>
<thead>
<tr>
<th>SUMMER 2019 TERM NON-CONTINUOUS OCCUPANCY BUILDING RATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
</tr>
<tr>
<td>-----------</td>
</tr>
<tr>
<td>Womack Lane Apartments for Single Students</td>
</tr>
<tr>
<td>Womack Lane Apartments for Students with Families</td>
</tr>
</tbody>
</table>

3) Residents may make application by session. Assignments made for specified sessions (S1, S2, S3, S4, Full term) require payments to be made prior to a specific session only. Residents are required to enroll in at minimum one 3-hr Summer 2019 term class. Please be advised that application for the full term may result in the best rental rate for you. Your rate per term will be:

<table>
<thead>
<tr>
<th>SUMMER 2019 TERM NON-CONTINUOUS OCCUPANCY BUILDING RATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
</tr>
<tr>
<td>-----------</td>
</tr>
<tr>
<td>Womack Lane Apartments for Single Students</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Womack Lane Families</td>
</tr>
<tr>
<td>(only available to Families that lived on-campus Sp19)</td>
</tr>
</tbody>
</table>

*PLEASE NOTE - Residents requesting payments by term will not qualify for an adjustment to the Full term Non-Continuous Occupancy Building Rate at a later date.*

If we may be of assistance in providing additional information or in answering specific questions, please visit our office at the Keathley University Center, Room 300, call us at (615)898-2971 or email Ms. Money at Barbara.Money@mtsu.edu.

Sincerely,
Kristen Naylor, M.Ed
Assistant Director of Housing Operations
Middle Tennessee State University
Keathley University Center, Room 300
615-898-2971
Kristen.Naylor@mtsu.edu
## Summer 2019 Term Dates

<table>
<thead>
<tr>
<th>Terms</th>
<th>Check-in Dates</th>
<th>Classes Begin</th>
<th>Final Exam &amp; Check-Out</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>May 12</td>
<td>May 13</td>
<td>May 31</td>
</tr>
<tr>
<td>S2</td>
<td>June 2</td>
<td>June 3</td>
<td>July 5</td>
</tr>
<tr>
<td>S3</td>
<td>July 7</td>
<td>July 8</td>
<td>August 9</td>
</tr>
<tr>
<td>S4</td>
<td>June 2</td>
<td>June 3</td>
<td>August 9</td>
</tr>
<tr>
<td>Full term</td>
<td>May 12</td>
<td>May 13</td>
<td>August 9</td>
</tr>
</tbody>
</table>
Residential Life Application  
SUMMER TERM ONLY

Middle Tennessee State University

Please return the completed application along with the appropriate payment to
Housing and Residential Life, P.O. Box 6, MTSU, Murfreesboro, TN 37132.

No assignment will be made until the application/agreement, Meningitis information
and current prepayment are received.

Please print with ink or type.

STUDENT INFORMATION

Legal name (do not use nicknames) ___________________________ Gender □ M □ F
M# ___________________ Birthdate (mo., day, yr.) ___________________ E-mail address ___________________________

Home address (no., street, apt.) ____________________________________________
City, state, zip ____________________________

Country ____________________________ Area code and phone ____________________________ Cell phone ______________

Name of parent/guardian to notify in case of emergency ____________________________
Address ____________________________________________
City, state, zip ____________________________ Area code and phone ____________________________

I am requesting on-campus housing for the following periods: □ Full Term □ S1 □ S2 □ S3 □ S4

Marital status as of date housing desired: □ single □ single with dependent(s) □ married □ married with dependent(s)

ACCOMMODATIONS REQUEST – SINGLE STUDENT (Students requesting Family Accommodations go to Section C)
Preferences stated are requests only and are not to be understood as contractual stipulations. Preferences may not be honored due to space
limitations. Student agrees to accept accommodations assigned. If preferred accommodation type is unavailable, an alternative accommodation at
the same or lesser rate will be assigned. Summer housing is limited and may be restricted to a specific location and may not include all the
accommodation types.

Accommodation type requested:
□ shared apartment, private bedroom □ shared apartment, shared bedroom □ private apartment, one bedroom (Womack Only)

Type requested: 1st choice ____________________________ 2nd choice ____________________________

Roommate request: (Be sure you and your preferred roommate request the same accommodation and that applications are
received by Housing and Residential Life at the same time. Requests may not be honored due to space limitations.)
Roommate’s legal name (do not use nicknames) ____________________________ M# ____________________________

Do you have any physical disability or condition warranting special consideration in making your assignment? □ Yes □ No
(A physician’s statement must be attached, if YES. If a seeing-eye dog will accompany you, you must provide a copy of the dog’s credential at the time of
application.) We encourage each student with special needs to contact the Disability and Access Center at (615) 898-2783.

Specify special needs: ____________________________________________

ACCOMMODATIONS REQUEST – FAMILY APARTMENTS ONLY

At the time of application, all students requesting accommodations for a spouse and/or dependent(s) MUST provide a copy of a marriage
certificate and/or birth certificates for each dependent.

Spouse’s legal name (do not use nicknames) ____________________________
M# ____________________________ Birthdate (mo., day, yr.) ____________________________ Will spouse be a student? □ Yes □ No

Accommodations requested:
□ one bedroom, semifurnished □ two bedroom, unfurnished

Dependent(s) who reside with you:

Name (last, first, mi.) ____________________________ Birthdate: __________ □ M □ F
Name (last, first, mi.) ____________________________ Birthdate: __________ □ M □ F
Name (last, first, mi.) ____________________________ Birthdate: __________ □ M □ F
Name (last, first, mi.) ____________________________ Birthdate: __________ □ M □ F

Do you have any physical disability or condition warranting special consideration in making your assignment? □ Yes □ No
(A physician’s statement must be attached, if YES. If a seeing-eye dog will accompany you, you must provide a copy of the dog’s credential at the time of
application.) We encourage each student with special needs to contact the Disability and Access Center at (615) 898-2783.

Specify special needs: ____________________________________________

TERMS OF APPLICATION AND LICENSE AGREEMENT

This is my application and license agreement to reside in a Middle Tennessee State University residential community. I agree to
pay the required prepayment fees (see current rates) for the summer term. Failure to cancel this application in writing by the
deadlines stated in the license agreement will result in financial penalties. By signing this application and license agreement, I
accept all terms and provisions of the attached license agreement and understand the agreement is for the time specified (or
remaining portion thereof) but may be limited due to assignment restrictions. I verify that I am not required to register as a sex
offender under TCA Title 40, Chapter 39, Part 2. I agree to accept the accommodations assigned. I verify all information
included in this application is complete and accurate.

Applicant signature ____________________________ Spouse signature ____________________________ Date __________

Legal guardian signature (if student is under legal age) ____________________________ Date __________
MIDDLE TENNESSEE STATE UNIVERSITY
HOUSING LICENSE AGREEMENT

SUMMER TERM ONLY

THIS AGREEMENT between Middle Tennessee State University (referred to as 'University'), and a student of the 'University' (referred to as 'Student'), is effective on the date indicated in the current rate schedule. If 'Student' is married to a 'Student,' 'Student' also refers to the 'Student' spouse. For purposes of adherence to rules and regulations governing the conduct of occupants, 'Student' also includes a non-student spouse and any dependent(s) determined to be eligible to reside on 'Premises.' If 'Student' is under eighteen (18) years of age, 'Student' also refers to the identified party’s parent(s) or legal guardian(s) who assume the obligations imposed by the conditions and covenants in this agreement.

Witness

I. 'University' agrees to provide 'Student,' and/or 'Student' with spouse and/or dependent(s) with an on-campus accommodation (referred to as 'Premises') consistent with the conditions and covenants in this agreement and based on space availability.

II. 'Student' agrees to pay the 'University' the current rate (see current rate schedule or contact Housing and Residential Life for more information) for permission to reside on the 'Premises' for the summer terms specified within the Application/License Agreement. The total payments due must be paid during the fee payment period at the beginning of first term specified. Rates are subject to annual approval and increase by the Tennessee Board of Regents.

III. The term of this agreement will begin on the preceding day (see current rateschedule or contact Housing and Residential Life for more information) for permission to reside on the 'Premises' for the summer terms specified within the Application/License Agreement The total payments due must be paid during the fee payment period at the beginning of first term specified. Rates are subject to annual approval and increase by the Tennessee Board of Regents.

IV. The provisions of Tennessee Board of Regents policy 3:03:01:00 (Student Residence Regulations and Agreements) and institutional rules contained in the MTSU Student Handbook are incorporated by reference into this agreement.

V. The following covenants are incorporated into this agreement:

1. Conditions of the License Agreement. Student must be officially admitted and enrolled in University to live on campus and must be checked out of the on-campus accommodation within twenty-four (24) hours if he/she withdraws from or fails to be admitted to the University. As space permits, non-Students may be permitted to live on the Premises at the discretion of the director of Housing and Residential Life or her designee. Student agrees to comply with the terms and conditions contained in the license agreement, all University rules regulating the conduct of Students, and any policies or regulations which may be adopted and/or published by University during the term of the license agreement. Modifications to the license agreement are valid only if confirmed in writing, and approved by the Director of Housing and Residential Life or her designee.

2. Term of Occupancy. This agreement is effective for the specified summer session(s) or the summer term or as much of the indicated period remaining in the summer term when the Student is assigned. The effective dates are determined by the official University calendar as published in the MTSU Catalog.
   A. Session (s) assignments for the summer term are effective during the period designated as summer term only.
   B. Agreements entered into at any time after the beginning of the session for the summer term will continue in effect until the close of the specified session(s).

3. Application Process and Fees. Student must make application for permission to reside on campus by returning a completed application signed by Student, Student and/or parent or guardian, and/or Student and the Students spouse (if applicable) indicating acceptance of the terms of the license agreement. At the time of application, Student must also submit a prepayment in the amount of $175.00 summer term only (subject to change each fiscal year). (See current rate schedule or call Housing and Residential Life, 615-898-2971, for additional information). This prepayment is refundable prior to the check-in period according to the following schedule. All cancellations must be submitted IN WRITING to Housing and Residential Life, Box 6, MTSU, Murfreesboro, TN 37132 or by fax to 615-898-5459, or by e-mail through the Web site at www.mtsu.edu/-housing.
   A. Summer Term Only Applications.
      Cancellations Postmarked Prepayment
      on or prior to: Refund
      March 15 $ 125.00
      April 15 $ 50.00
      After April 15 but prior to the session check-in $ .00

4. Premise Assignments. University reserves the right to make all Premise assignments and to make any changes or transfers at University's discretion. Student also understands and agrees that:
   A. University is prohibited from making assignments based on age, race, religion, or national origin.
   B. University does not guarantee assignment to a particular building, type of accommodation, or (where applicable) specific roommate(s).
   C. Assignments to specific locations may be subject to restrictions.
   D. Not all on campus accommodations will be available for summer assignment.
E. Assignments will be made by date of receipt of the completed application and prepayment and by space availability.

F. Student may not make accommodation change without written authorization from University during designated periods and requests must be on file with central office, room 300 of the Keathley University Center. Student requests for assignment changes made while in residence and not honored within 30 days of the written request will be considered void.

G. Premises may not be sublet, and only the persons assigned by University may reside on Premises.

H. Students shall use and occupy the Premises to which they have been assigned exclusively as a residence for themselves.

I. Student and/or Student with dependents residing on campus must notify Housing and Residential Life in writing of any changes in the family unit. (e.g., divorce, marriage, change of custody, adoptions, births) during the period of occupancy. Changes in family unit are subject to review and Student may be required to provide appropriate documentation at the discretion of the Director of Housing and Residential Life or designee. A change in family unit may not qualify as a condition for release from the license agreement; however, it may qualify Student for assignment change provided Premises is available.

J. A two-bedroom apartment will be assigned to a family unit that has no more than five members and a one bedroom to not more than three.

K. Smoking is permitted only in Premises designated for smoking.

L. Student agrees to accept accommodation assigned.

5. Furnishings:

A. Residence Halls, Scarlett Commons, and Womack Lane Premises for single Student without dependents will be furnished. Other furniture will be permitted in the assigned living space provided furniture meets restriction guidelines. Furnishings cannot be removed from the assignment location.

B. Womack Lane Premises for Students with spouse and/or dependent(s) will be unfurnished or semi-furnished.

1. Semi-furnished Premises are limited, restricted to a specific location, and have a differential rate. Typical furnishings include stove, refrigerator, one air conditioner, sofa, chair, end table, two twin beds, one chest of drawers, and kitchen table with chairs.

2. Unfurnished Premises are restricted to a specific location and have a differential rate. Premises come with stove, refrigerator, and one air conditioner.

C. Deep freezers, dishwashers, pianos, water-filled furniture, and other heavy furniture or appliances are not permitted in any residence.

6. Utilities. All utilities are provided at all assignment locations.

7. Telephone Access/Use. University will provide one telephone jack in each accommodation but will not furnish telephone instruments. Only one telephone device may be attached to this jack. Student is responsible for obtaining access to long distance calling service through agreement with a commercial carrier. University assumes no liability for long distance charges assessed to Student.

A. Voice mail is available to all Students residing on campus, subject to payment of the appropriate fee. (Information regarding voice mail may be obtained by contacting the Telecommunications Office at 898-2206.)

B. Scarlett Commons is equipped with private data and phone lines in each sleeping area. Private phone lines must be activated, at additional cost, by Student. For more information, please contact the Telecommunications Office at 898-2206. A University activated phone line located in the public living area will be the official line for the assigned accommodation.

8. Right of Entry. Student agrees to permit University to inspect the Premises for purposes of inventory, fire protection, sanitation, safety, maintenance, and enforcement of University rules, in accordance with the search and entry procedures of University as they now exist or may be, therefore, amended during the term of this agreement.

9. Responsibility for Personal Property. ‘University’ assumes no responsibility for theft, destruction, or loss of money, valuables, or other property belonging to, or in custody of, ‘Student’ for any cause whatsoever, whether such losses occur in living spaces, storage rooms, public areas, elsewhere in the accommodation, or in baggage related to shipment or storage. ‘Student’ is encouraged to carry personal property insurance. Notwithstanding anything to the contrary in the foregoing ‘Housing License Agreement,’ personal property of any kind that remains in a room after ‘Student’ has checked out or after the halls have been closed will be considered abandoned property. ‘University’ assumes no responsibility for abandoned property and will dispose of such items. Items considered to be of substantial value shall be deemed appropriate when delivered by hand or within six (6) days after the date of mailing. Packing and storage charges will be assessed to ‘Student’s’ account. In the event ‘Student’ withdraws from classes at ‘University,’ (2) has his/her license agreement terminated, or (3) is otherwise relocated (from building to building, from room to room, from side to side, or within the designated area assigned), ‘University’ shall have the right to remove ‘Student’s’ personal property and store the belongings. Notice will be given to ‘Student’ and shall be deemed appropriate when delivered by hand or sent to ‘Student’s’ University address (campus box or e-mail) and/or permanent address (postal). This notice will take effect three (3) days after any hand delivery or six (6) days after the date of mailing. Packing and storage shall be at the expense of ‘Student’, and ‘University’ shall not be responsible for any personal property that is lost, stolen, or damaged during packing or storage. Stored items may be held up to thirty (30) days before disposal.

10. Post Office. Students should check their campus post office boxes regularly since most Housing correspondence to Student is sent through campus mail. Student is responsible for appropriately responding to instructions delivered through campus mail.

11. Security Precautions. Student is responsible for taking or refraining from the following actions in the interests of safety and security of building residents:
A. Fire Safety. Student will not tamper with fire alarms, extinguishers, hoses, or exit signs. Student will evacuate the building immediately upon sounding of an alarm or as otherwise directed by housing staff. Student will not store or lock anything on or immediately adjacent (within two feet) to electrical meters or conduit from or to these meters.

B. Visitors. Student agrees to the following conditions with regard to guests or visitors:
   1. Student will advise visitors or guests to enter only by the main entrance of the building where entrance is central location.
   2. Overnight guests of the same gender are permitted, but must register with the area staff. Any visit by a guest which extends for two or more nights must be approved in advance and in writing by the director of Housing and Residential Life or designee.
   3. Student must be present during their guest(s) visit and will be held responsible for their guest(s) conduct.
   4. Guests of the opposite gender are permitted to visit only during the hours designated for such visitation and consistent with all University rules and policies regulating visitation.
   5. Student is responsible for being sure that security doors are locked when utilized to exit the building.

C. Keys. Accommodation keys are the property of University and Student is not permitted to have duplicate keys made. Students with spouse and/or dependent(s) will be issued a key for themselves and their spouse. Keys will not be issued for dependent(s). In the event a key is lost, the following guidelines for replacement are applicable:
   1. A lost key will require a change of lock and core replacement with appropriate charges assessed to Student’s account.
   2. Student is not permitted to share or loan key(s) with another Student or individual.

D. Soliciting. No solicitation is permitted on University property. Student is required to notify Housing and Residential Life at 898-2971 of violations.

12. General Regulations pertaining to Community Welfare. In the interest of community welfare, the following general regulations should be observed:
   A. Children. Parents, legal guardians, and baby sitters are responsible for providing appropriate care and supervision for children in their care. Students are responsible for conduct of these children while in on-campus premises and grounds.
   B. Inspections. Safety inspections will be conducted on a monthly basis in all Premises according to a announced schedule. Maintenance inspections will be conducted periodically with advance notice. All inspections will be conducted by University personnel during reasonable hours. Premises must be cleaned regularly and maintained by Student so as not to attract pests or create any other health or safety hazard.
   C. Automobiles and Motorcycles. Students must comply with all parking and traffic regulations.
   D. Business. Students shall not pursue any business on the Premises.
   E. Construction. No outdoor/indoor construction of any type is allowed without prior consent of the University.
   F. Disease. Student will report immediately to the University any infectious or contagious disease occurring within the accommodation.
   G. Disturbances. Student shall not conduct or permit loud activities or in any manner create disturbances which would cause annoyance or discomfort to other resident(s). Student will not permit Premises to be used for illegal purposes.
   H. Storage. Storage of all household or personal property outside of dwelling units shall be in such manner as prescribed by the University. Breezeways are to be neat and not used for storage.

13. Prohibited items. Student agrees that the following are not allowed on Premises:
   A. Pets. No pets are permitted on Premises, except Student may keep fish in aquariums of ten gallons or less. Student must make appropriate arrangements for care and feeding of fish during periods of absence from Premises. University will not assume responsibility for feeding fish or otherwise maintaining aquarium.
   B. Cooking Appliances. Scarlett Commons, Womack Lane and Ezell and Abernathy Premises restrict large/heavy appliances except those provided by University. Residence halls allow only approved microwave ovens (no more than 750 watts of power plugged into a multi-outlet power strip with circuit breaker), refrigerators (weighing less than 50 pounds, less than 2.5 cubic feet in size and having an amperage draw of 2.5), popcorn makers, and electric coffee makers on Premises.
   C. Water-filled Furniture. No water beds or other items of water-filled furniture are permitted on Premises.
   D. Fireworks. The possession or use of fireworks or other incendiary devices is not permitted on Premises.
   E. Weapons. The possession or use of any weapons, including firearms, as defined by T.C.A. 39-17-1309 is prohibited. This prohibition is inclusive of individuals who may have obtained handgun carry permits pursuant to the provisions of T.C.A. 39-17-1351.
   F. Miscellaneous Items. The following additional items are not permitted on Premises:
      1. personal air conditioners (except where authorized in writing)
      2. exterior aerials or antennas
      3. alcoholic beverages, illegal drugs, or paraphernalia
      4. candles or open flames
      5. heating equipment (except those provided or those which have received written authorization)
      6. signs or banners
      7. halogen lamps
      8. extension cords

14. Cancellation of the License Agreement. Student or University may cancel this agreement under the circumstances indicated below:
   A. Prior to the Beginning of Term. If Student completes
the application process and is assigned a living space, but does not enroll in classes for the specified session of the summer term, and fails to check-in by 6:00 p.m. prior to the first day of classes for any given session, University may cancel the license agreement. Student will be considered a no-show and will be subject to forfeiture of his/her prepayment or the prepayment amount. In cases between terms, where Students personal items have been stored in the accommodation during a noncontract period, Student will be subject to forfeiture of his/her prepayment, as well as storage fees and associated costs for removal of personal belongings.

B. During the Term of the Agreement. The license agreement may be canceled consistent with the criteria identified below:

1. If Student officially withdraws from University and has complied with the check-out procedure, University may cancel the license agreement for the remaining portion of the term.

2. In the event the assigned living space is destroyed or otherwise rendered uninhabitable and University does not provide alternative Premises, the license agreement will be canceled and the Student will be refunded on a prorated basis.

15. Refunds. If refunds or charges are necessary, the amounts will be based on the refund deadlines as published in the current Class Schedule Book, or other official University publications except that:

A. Refund of housing fees. Housing fees will be prorated on a weekly calendar basis if Student is forced to cease occupancy of the assigned living space for medical reasons, which must be confirmed in writing by a licensed physician.

B. In the event Student is requested to leave the Premises for other than disciplinary reasons, a refund of fees shall be made on a prorated weekly calendar basis. No refund of fees shall be made if Student is required to vacate their assigned space for disciplinary reasons.

C. A full refund of housing fees will be made in the event of the death of Student.

D. In the event Student fails to comply with the terms and conditions of the license agreement, or any rule, regulation, or policy incorporated into the agreement by reference (see Section IV), University may terminate the agreement and take possession of the Premises, provided Student receives a notice of 24 hours to vacate the Premises. No refund of fees will be made.

16. Check-out Procedure. Student agrees to comply with directions provided by University regarding proper checkout procedures, including but not limited to the following:

A. Student must checkout in person and return the Premises key and (where applicable) post office box key(s), second Premises key assigned to spouse, and specialty parking decals.

B. Student agrees to clean Premises and store or remove all personal property. Student understands and agrees all personal property remaining on the Premises will be removed and/or discarded at Students’ expense. University assumes no liability for personal property left on the Premises after Student has checked out or otherwise vacated the Premises in compliance with the Uniform Disposition of Unclaimed Property Act, P.C.A. 66-29-103. Student agrees to pay applicable charges related to cleaning and/or removal of personal property.

17. Room and Public Area Damage. Student will complete a room inventory at the time of check-in. Students will be held responsible for damage to their individual living spaces and to public areas consistent with the following criteria:

A. Student is responsible for damage to the living space and furnishings. Damages beyond ordinary wear and tear will be assessed to the responsible party.

B. Furnishings cannot be removed from the assigned accommodation or public areas. Student responsible for loss or removal of furniture will bear the cost of replacement.

C. In the event culpability for damage to public areas/furnishings cannot be attributed to specific individuals, all residents assigned and responsible for the area will share the cost of replacement and/or repair.

D. A minimum charge of $1.00 per resident for each occurrence of damage and/or loss will be assessed to the appropriate Student account.

18. Entire Agreement. This agreement and the other documents incorporated by reference contain all terms between the parties and may be amended only in writing.
Beginning with the Fall 2013 term, all students under age 22 who are enrolling for the first time, regardless of the level at which the student is matriculating, AND who will be living in on-campus housing, must show proof of adequate immunization against meningitis prior to being assigned to on-campus housing.

“ Adequate Immunization” means that students must have been vaccinated on or after their 16th birthday and within the last five (5) years.

YOU WILL NOT BE ASSIGNED TO ON-CAMPUS HOUSING UNTIL AN ACCEPTABLE FORM IS ON FILE.

PART I
(to be completed by student)

Name ______________________________________________________________________________________________________

Date of birth ____________________________________________ Student ID No. M ____________________________________

PART II
(to be completed and signed by physician)

(Dates must include month and year)

MONTH  DAY  YEAR

MENINGITIS _______________ _____________ _____________

Meningitis vaccine must be quadrivalent conjugated meningococcal vaccine (MCV4 - Serogroups A,C,W-135, & Y) to meet requirement. Meningitis B vaccination is also recommended by the CDC, but not required at this time.

Health Care Provider

(Please print unless office stamp is used)

Name ______________________________ ______________________________

Address _____________________________________________________________________________________________________

Signature ______________________________________________________________ Office phone _________________________

Please return to: MTSU Health Services, Middle Tennessee State University, Box 237, Murfreesboro, TN 37132;
Phone: (615) 898-2988; FAX (615) 898-5004; or Email to mthealth@mtsu.edu.