

**Dakota State University
New Student Housing Contract**

For Office Use Only: Date Received _____ Deposit Received _____
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Name _____ (First) _____ (Middle) _____ (Last) _____ (Preferred Name) Male Female
 (Identified Gender: Please Circle One For Placement)

Street Address _____ Student ID # _____

City, State, Zip _____ Cell Phone # _____

Emergency Contact _____ (Name) _____ (Relation to You) Phone # _____

Applying for: _____ 2017-2018 academic year
 _____ 2018-2019 academic year

Date of High School Graduation: _____ / _____ (Month/Year) I will be a: _____ New Freshman _____ Transfer _____ Previous College/University _____ Are you married and living with your spouse? Yes No Will you be living full time with your parent/guardian during the entire academic year? (min. six nights a week) Yes No Are you enrolling in five or fewer credit hours? Yes No Do you have a dependent child living with you? Yes No If you answered YES to any of the above questions or have been graduated from High School for two or more years, (calculated as 24 months from the month of your graduation listed above) you are not required to live in the residence hall system or to take a meal plan. If you answered NO to all of the above questions and have not been graduated from High School for two or more years, you are required by the Board of Regents to live in the residence hall system and purchase a meal plan.

SD BOR Housing Policy (3:6.B.) requires that you respond to the following questions as part of this housing application: (please circle appropriate response) Are you required to register as a sex offender? Yes No (Registered sex offenders are not permitted to reside in university housing facilities) Have you ever been convicted of, pled guilty to or received a suspended imposition of sentence for a felony offense? Yes No (You need not disclose juvenile convictions, pleas or suspended sentences, and you need not disclose a suspended imposition of sentence that has been discharged.) If you answer yes to this question, you must also provide a written explanation identifying the jurisdiction, date of the offense, circumstances of the offense, the sentence or parole conditions and other facts or circumstance that the student believes to be relevant. (Offenders who have committed felony offenses involving use or sale of illegal drugs or involvement in a crime of violence are not permitted to reside in university housing facilities. Offenders whose crimes were committed in settings similar to those that commonly occur in university housing facilities may be denied residence in university housing facilities. See Board Policy No. 3:6, http://www.sdbor.edu/policy/3-student_Affairs/documents/3-6.pdf .)
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Interests/Hobbies: _____

Organizations/Activities you're interested in: _____

Intended Major: _____ Roommate Request (by Name; Please Print): _____

If you require a medical accommodation, please fill-out a medical exemption form in addition to this application.

ATTENTION ALL FIRST-YEAR OUT OF HIGH SCHOOL STUDENTS

The Department of Residence Life at Dakota State University requires all students in their first year out of high school to participate in our First Year in Residence Experience (FYRE) Program. Students participating in the FYRE program will be assigned to a designated FYRE hall/floor/room. The FYRE program will have a specific focus on working with our first year students in making the transition to college successful. Students, who are in their second year out of high school, will be assigned housing with other upperclassmen students, unless they would like to opt into the FYRE program (see below).

FYRE Program Opt-In (please check one; for students in second year out of high school)

I wish to participate in the FYRE Program: _____ I prefer to live with other upperclassmen students: _____

Please check all that apply: (Only the student is to fill this section out)

<input type="checkbox"/> I am an early riser	<input type="checkbox"/> I am both an early riser and a night owl	<input type="checkbox"/> I am a night owl
<input type="checkbox"/> I am neat and tidy	<input type="checkbox"/> I can be both clean and messy	<input type="checkbox"/> I do not keep a clean room
<input type="checkbox"/> I need quiet regularly	<input type="checkbox"/> I can be both quiet and noisy	<input type="checkbox"/> I prefer noise
<input type="checkbox"/> I do not smoke	<input type="checkbox"/> I don't smoke, but can live with a smoker	<input type="checkbox"/> I am a smoker
<input type="checkbox"/> I do not drink alcohol	<input type="checkbox"/> I sometimes drink alcohol, and am tolerant of others	<input type="checkbox"/> I frequently drink alcohol
<input type="checkbox"/> I compromise often	<input type="checkbox"/> I am both strong willed and easy going	<input type="checkbox"/> I am strong willed
<input type="checkbox"/> I have a boy/girlfriend who may visit	<input type="checkbox"/> I prefer to live with an athlete	<input type="checkbox"/> I have Facebook
<input type="checkbox"/> I would be comfortable living on a coed floor		

The signing of this document establishes a contractual relationship between the student and the university, providing the student license to use the room in accordance with the policies and procedures as set forth in the Trojan Handbook. The Trojan Handbook, the Residence Life Handbook and the General Catalog are integral parts of that contract and are by this reference incorporated herein.

Meal Plan:

All students living on campus are required to sign-up for a meal plan. Information on meal plans is available through the DSU website. For questions regarding meal plans please contact the Student Services Office at (605) 256-5146.

(Over)

For questions regarding housing please contact the Department of Residence Life at: (residencelife@dsu.edu) or (605) 256-5146.

Accommodations:

For a list of provided furniture, room diagrams and suggested items to bring please visit the Residence Life page on the DSU website.

Hall and Roommate Assignment:

Residence Life reserves the right of assignment of students to a specific residence hall and room, but students’ preferences will be considered when possible.

Alcohol Beverage Policy:

In accordance with the Board of Regents policy, no alcoholic beverages are allowed on campus. This includes student rooms as well as public areas.

Conditions of Occupancy:

- A. Each resident agrees to hold harmless and indemnify the State of South Dakota, the South Dakota Board of Regents, DSU, their officers, agents or employees from and against any and all actions, suits, damages, liability, or other proceedings that may arise as a result of its performance of this agreement. Residents shall not be required to be responsible or defend against claims or damages arising solely from acts or omissions of the state, its officers, agents or employees.
- B. Students are assigned to halls and rooms without regard to sex, race, color, creed, national origin, ancestry, citizenship, gender, gender identification, transgender, sexual orientation, religion, age, disability, genetic information or veteran status or on any other status that may become protected under law against discrimination.
- C. Student rooms are not to be subject to, nor used for commercial activities.
- D. While the university strongly respects the right of privacy of its students, the university reserves the right to enter student rooms when:
 - 1. Maintenance requested by the occupants(s) is being performed.
 - 2. Routine inspection of rooms, preceded by at least twenty-four hours posted notice, for safety, health, and general upkeep purposes is initiated by the institution.
 - 3. There is imminent danger to the safety, health, or property of occupant(s) or to institutional property.
 - 4. There is reason to believe that a violation of university policy is taking place.
- E. Firearms, ammunition, and dangerous weapons cannot be stored in the students’ room.
- F. Room keys are issued only to those assigned to a hall. Issued keys are the responsibility of the resident and are not to be given to others. Lost keys should be reported to the Residence Hall Director immediately.
- G. Students may contact the office of Student Success at (605) 256-5121 to process a request for maintaining a service animal or assistance animal on campus. No animal is allowed on campus if not processed through the University’s procedure.
- H. Each student, by signing this contract, agrees to comply with all University and residence halls regulations.

Period of Occupancy:

The residence halls and Food Service are closed during the regular vacation periods, i.e. Thanksgiving, Semester/Christmas, April Break/Easter, and Spring Break. Rates do not include these periods. However, students are permitted to leave belongings at their own risk in rooms during vacation periods during the regular academic year.

Room Consolidation:

The Department of Residence Life reserves the right to move students together if circumstances warrant such a decision. Room consolidation typically occurs when individuals paying for a double room lose their roommate or their assigned roommate does not ultimately come to the university. Residents in this situation will be expected to move together.

Vacating a Residence Hall:

A student checking out of a residence hall must:

- A. Remove all items from the room.
- B. Contact the Resident Assistant or Residence Hall Director to:
 - 1. Complete the Room Inventory & Condition Report to acknowledge the final condition of the room.
 - 2. Turn in their room key.
- C. Failure to have a staff member check the room will result in a \$50.00 penalty.

Financial Matters:

- A. Charges for room and board are due and payable as published in the registration schedule.
- B. The university is not responsible for damage or injuries caused through the irresponsible use of residence hall equipment.
- C. The university does not carry insurance and assumes no responsibility for loss or damage to a student’s personal property.
- D. Although DSU makes every effort to ensure the safety and security of your residence hall room and personal items, it is suggested that each student obtain insurance to protect against fire and theft. Students should check with their parents/legal guardians prior to obtaining insurance as many home owner’s policies will cover their dependent’s personal property.
- E. Students assigned to a hall are responsible for the furnishings and physical condition of the assigned room and common areas. Students responsible for damage will be charged for repairs and/or replacement.

Refunds:

Residence hall contract refunds will be calculated from the date a student officially checks out of a hall according to the following:

- A. DSU will consider a student bound to this contract and responsible for the appropriate per semester housing fee if they are residing in their assigned room on or after the first class day of the fall or spring semester as defined by the DSU academic calendar.
- B. Students with a room contract who withdraw from the institution will receive a proportional refund at the time of withdrawal up to the 60 percent point after which no refund is available.
- C. If students are not planning on occupying their room the student’s room deposit will be forfeited.

This contract must be accompanied by a \$50.00 Room Deposit, payable to Dakota State University. This deposit will be added on the student’s Trojan Gold account after census day, available for use at any location that accepts Trojan Gold. Should the student indicate his/her intent to live on campus and then change his/her mind, he/she will forfeit the room deposit.

I hereby certify that the information given on this form is correct. I understand that any false information is basis for disciplinary action and/or cancellation of my registration. I also understand that it is my responsibility to notify the Student Services Center immediately should any element of the above information change.

Signature _____

Date _____

Parent/ Guardian Signature _____
(If under the age of 18)

Date _____