

WSU Pullman Housing and Dining Financial Contract

2009-2010

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IMPORTANT - STATEMENT OF UNDERSTANDING

By electronically signing and submitting the Housing and Dining Application, I confirm that I have read, understand and agree to the terms of the housing and dining contract -- which includes the [Housing and Dining Policies](#), the [Housing and Dining Payment Schedule](#), and Housing and Dining Financial Contract. I further agree to abide by all of the policies and procedures outlined in the [Housing and Dining Policies](#) as they now exist or as amended throughout the term of the contract.

Keep the Housing and Dining Contract for your information and guidance during the year.

Please note that if you cancel or terminate your housing contract, Housing Services must be notified through the online cancellation or termination process.

Phone: 509-335-4577

E-mail: housing@wsu.edu or hdfinance@wsu.edu (financial questions)

1. Deposit and Acceptance

- A. If I have a new application to be considered for fall or spring semester, I understand that my application to Housing Services must be accompanied by (1) a security deposit of \$150.00 (or a deposit must be on file through prior arrangements) and (2) a contract first payment of \$400.00, for a total of \$550.00.
- B. If I am a continuing student (with security deposit on file) I must make a fall first payment of \$400 (\$200.00 with the application and the remaining \$200 no later than June 1), in order to maintain my priority of assignment.
- C. As a new applicant, I understand that the fall first payment of \$400.00 will be applied to the housing and dining contract fee and must be accompanied with the Housing and Dining Application in order for this contract to be accepted. The \$150.00 security deposit will be held as a security deposit.
- D. Students relying solely on financial aid to cover the first payment should realize that the cancellation provisions of Section 2 below will be in effect for those who apply. Financial Aid DOES NOT cover the required \$150.00 security deposit.

- E. I understand that my electronic signature on the Housing and Dining Application signifies my acceptance of this contract. I also understand that this contract is valid and binding upon my submission and the University's receipt of my application.
- F. If I am male and register for fraternity recruitment, I understand that I may not receive a residence hall room assignment until shortly before the contract begins. I understand that I may also be reassigned to a different residence hall than my original assignment before hall opening. Upon hall opening I understand that I will be required to receive approval from the Center for Sorority and Fraternity Life to move from the residence hall to the fraternity to cancel the contract.

2. Cancellation, Termination and Refund Policies

A resident may cancel (prior to moving in) or terminate (after moving in) their contract as follows:

- A. **I understand this contract covers the entire academic year.** I further understand if I terminate:
- **Students will be charged** the portion of the housing and dining contract fees based on the number of days from the contract beginning date until the date of approved termination and properly checked out of the Residence Hall.
 - In addition, students will be charged for the actual Residence Dining Account (RDA) Dollars consumed, as recorded on the campus card system.
 - Students checking out of the residence hall will be charged a termination fee based on the date of approved termination. For more details, see the [Residence Hall Termination Fees](#).
- B. Students terminating their contract for the reasons listed below will not be charged the termination fees.
- Completion of academic program or graduation at the time of termination.
 - Withdrawing from the University (provided, however, this clause in no way eliminates the applicant's obligation to notify Housing Services of cancelling the contract prior to the Contract Start Date, and does not release the student from his/her obligation to pay the No-Show fee as noted in 2.D).
 - Student teaching or internship off the Pullman campus (documentation required).
 - Medical reasons (documentation required; medical reasons for moving off-campus without a cancellation or termination fee must be approved as a reasonable accommodation by the Disability Resource Center).
 - Move to University Apartments.
 - While correctly following all checkout and termination procedures, move to approved University housing.

Students who feel they have a legitimate reason why they should not be charged either the cancellation or termination fee should contact the Director of Housing and Conference Services or his/her designee. Students who wish to appeal the decision of the Director of Housing and Conference Services or his/her designee may submit an appeal to the Housing and Dining Contract Appeals Committee. For more details, see [Contract Appeals](#).

I understand that I am obligated to pay all termination fees, as well as housing and dining contract fees, if I am evicted for non-payment or Student Conduct violations.

- C. I understand that if I want to cancel this contract **prior to check-in**, I must do so online or in writing to Housing Services. In order to assure that Washington State University is compensated for costs incurred due to cancellation of this contract (excluding the Security Deposit which will not be refunded upon cancellation), Washington State University has adopted the following pre-check-in cancellation and refund policy:

Fall Semester:	
<i>If by July 15:</i>	No cancellation fee.
<i>July 16, through August 1:</i>	Cancellation fee of \$200.
<i>After August 1, and prior to the contract start date:</i>	Cancellation fee of \$400.
<i>August 16th or later</i>	No Show Fee of \$750
<i>After Contract Start Date or check-in:</i>	A termination fee will be charged as per the Contract Termination Fee table.

Spring Semester/only for new residents without a Fall contract:	
<i>If by December 15:</i>	No cancellation fee.
<i>December 16, through December 31:</i>	Cancellation fee of \$200.
<i>January 1 through January 5:</i>	Cancellation fee of \$400.
<i>January 6th or later</i>	No Show Fee of \$750
<i>After Contract Start Date or check-in:</i>	A termination fee will be charged as per the Contract Termination Fee Table

Information regarding termination of a Residence Hall Contract during a semester may be found under the Financial Matters section.

- D. I understand that my failure to cancel before the contract start date of each semester will result in having my housing and dining contract cancelled the first day of classes, and I will be charged a no-show fee of \$750.
- E. I understand that Washington State University will not hold my room assignment if the reservation is not claimed by 8:00 p.m., August 23, unless I have notified Housing Services in writing of the date of the planned late arrival. If I enroll spring semester, my reservation must be claimed by 8:00 p.m., January 10, unless action has been taken as outlined above. I understand that reservations not claimed by these respective dates and time will be cancelled, and I will be charged a No Show fee.
- F. I understand that if I am eligible to check out at the end of fall semester, I must do so by December 19 at 10:00 a.m.

G. I understand that if I check-in on or after August 16, for fall semester, or if I check-in or continue to reside in residence halls on or after January 6, for spring semester, and subsequently move out of the residence hall system, if eligible per the [Housing and Dining Policies](#), I will be obligated to pay a prorated daily housing and dining contract charge. In addition to that daily charge, I understand that there will also be a termination fee as shown above in Section 2A. I understand that if I terminate after December 4 (fall semester), or April 23 (spring semester), I will be charged the full semester's housing and dining and that I will receive no refund.

3. Housing and Dining Contract Prices

I agree that I must select and apply for a housing and dining plan in all halls except McEachern, Orton, and Rogers, where the dining plan is optional. The total charges under the contract will be based on the housing and dining combinations I have selected, which includes the mandatory fees listed below. Current residents that sign a housing contract for the next academic year qualify for a [Guaranteed Rate](#). As long as you continuously live in the residence halls, your housing and dining overhead charge will not increase from your original contract price.

Unless I have a Guaranteed Rate, I understand that Washington State University reserves the right to increase the applicable fee for/during either semester by an amount not exceeding \$100.00 per semester.

Expanded Network Services

I understand that Washington State University is installing expanded network services in each residence hall. The fee for expanded network services is \$90 per semester. My account will be charged on a pro-rated basis for expanded network services once the hall in which I live has had expanded network services installed at the residence hall room level.

I understand that with the exception of those assigned to McEachern, Orton, or Rogers Halls, all initial assignments for new students will be to double room plans if space is available.

I understand that if I am initially assigned to a single room without requesting a single room, I will pay the appropriate costs listed below until my transfer to a double room can be arranged (after my arrival to WSU).

I understand that if I am initially assigned to a hall with a higher rate than my housing choices as per my online housing application, I will pay the appropriate costs listed below until my transfer to a different hall can be arranged (after my arrival to WSU).

Residence Hall Contract Prices for 2009-2010*	Fall 2009	Continuing Spring 2010	New Spring 2010
Waller Hall			
Double Room Plan	\$2,355	\$2,055	\$2,205
Single Room Plan	\$2,555	\$2,255	\$2,405
Single Occupancy in a Double Room Plan	\$2,855	\$2,555	\$2,705
Coman, Perham, Regents, Scott, Streit Halls			
Double Room Plan	\$2,488	\$2,188	\$2,338
Single Room Plan	\$2,688	\$2,388	\$2,538
Single Occupancy in a Double Room Plan	\$2,988	\$2,688	\$2,838
Stephenson Complex			
Double Room Plan	\$2,578	\$2,278	\$2,428
Single Room Plan	\$2,778	\$2,478	\$2,628
Single Occupancy in a Double Room Plan	\$3,078	\$2,778	\$2,928
Community, Stevens, Stimson and Wilmer-Davis Halls			
Double Room Plan	\$2,595	\$2,295	\$2,445
Single Room Plan	\$2,795	\$2,495	\$2,645
Single Occupancy in a Double Room Plan	\$3,095	\$2,795	\$2,945
Gannon and Goldsworthy Halls			
Double Room Plan	\$2,685	\$2,385	\$2,535
Single Room Plan	\$2,885	\$2,585	\$2,735
Single Occupancy in a Double Room Plan	\$3,185	\$2,885	\$3,035
McEachern Hall			
Single Room Plan	\$3,004	\$2,704	\$2,854
Honors and McCroskey Halls			
Double Room Plan	\$3,177	\$2,877	\$3,027
Single Room Plan	\$3,377	\$3,077	\$3,227
Single Occupancy in a Double Room Plan	\$3,677	\$3,377	\$3,527
Rogers Hall			
Double Room Plan	\$2,576	\$2,276	\$2,426
Orton and Rogers Halls			
Single Occupancy in a Double Room Plan	\$3,076	\$2,776	\$2,926
Olympia Avenue Hall			
Double Room Plan	\$3,602	\$3,302	\$3,452
Single Room Plan	\$3,802	\$3,502	\$3,652
Single Occupancy in a Double Room Plan	\$4,102	\$3,802	\$3,952
Double Room Plan, semi-private bathroom	\$3,752	\$3,452	\$3,602
Single Room Plan, private or semi-bathroom	\$3,952	\$3,652	\$3,802
Single Occupancy in a Double Room Plan, private or semi-private bathroom	\$4,252	\$3,952	\$4,102
*Included in the above housing rates are the additional charges for:		Fall	Spring
Washer/dryer fee		\$ 40	\$ 40
Hall dues and RHA dues (except McEachern)		37	37
Hall dues (McEachern)		25	25
Expanded Network Services (Stephenson Complex, Honors, McCroskey, Gannon, Goldsworthy, Olympia Avenue)		90	90

Residence Dining Accounts (RDA) for 2009-2010			
RDA Level*	Overhead Cost per Semester	RDA Dollars per Semester	Total Cost per Semester
Level 1	\$927	\$710	\$1,637
Level 2	\$927	\$930	\$1,857
Level 3	\$927	\$1,090	\$2,017
Level 4	\$927	\$1,310	\$2,237

*Residents of McEachern, Orton & Rogers Halls may choose not to have a dining plan unless they are obligated to live in the residence halls under the Freshmen Live-in Requirement as per the Washington Administrative Code.

My acceptance of the Housing and Dining contract constitutes acceptance of membership in the student association of the living group to which I am assigned, including all the rights, privileges, and responsibilities of such membership, and includes dues of \$50 each year.

For specific rates and payment dates please see the Rate Estimator.

Double Room Plan:

Double and multiple room occupancy (available in McCroskey only, multiple room occupancy includes 3 students per room).

Single/Double Room Plan:

Single occupancy in a room designed for two.

Single/Single Room Plan:

Single occupancy in a room designed for one.

Olympia Avenue Hall:

Private or semi-private bathroom available in certain rooms.

Orton and Rogers Hall:

Single occupancy, single/double room plan. Available in Orton and Rogers only to students 19 years and older (Dining Plan Optional).

McEachern Hall:

Single occupancy: Available only to graduate students and undergraduate students 20 years and older (Dining Plan Optional).

Dining Optional Halls:

Students who have requested McEachern, Orton, or Rogers and who have not chosen a dining plan will be assigned a Level 1 dining plan automatically in the event they are assigned to residence hall that requires a dining plan. Students moving from McEachern, Orton, or Rogers to residence hall that requires a dining plan, will be required to select a dining plan.

4. Payment Policies

A. I understand that if my contract is not paid in full when the semester begins, the [Housing and Dining Payment Schedule](#) shows the available payment plan. I understand that if I owe money on my Housing and Dining account I will receive an electronic “Notice of Payment Due”, showing the amount due and the due dates. I understand that if I have a past due account I will receive an electronic “Notice of Overdue Account”. I can find this in myWSU (<http://my.wsu.edu>). I understand that I will receive all correspondence regarding my Housing and Dining bill via electronic correspondence through myWSU. Payments must be received by the Housing and Dining Financial Services Office by the dates indicated or there will be a late-payment fee. **NO INVOICES OR STATEMENTS WILL BE MAILED.** Payments are due as scheduled without further demand or notice. Account balances, transactions and due dates can be viewed in myWSU or at the following secure location: <http://www.livingat.wsu.edu/hdrl/Financial/AccountDetail/>.

I understand that my failure to use privileges does not cancel the charges in the housing and dining contract.

B. **Financial Aid Recipients:** All available financial aid and/or scholarships, after tuition and fees are paid, will be applied to the outstanding account balance up to the full cost of the semester's room and board. Financial aid credited to your housing and dining plan may alter your payment schedule.

C. I understand that unpaid housing and dining charges, charges for cleaning, damage to property, equipment, or furnishings caused by myself are an obligation to WSU. Washington State University will not issue transcripts until full settlement has been made. In the event my account is assigned for collection, I agree to pay interest on past due amounts at the rate of 12% per annum, reasonable attorney fees and collection costs.

D. **I understand that rental charges for rooms provided under this contract cover the following periods:**

- **Fall semester:** 10 a.m., Sunday, August 16, to 10 a.m. Saturday, December 19.
- **Spring semester:** 10 a.m., Wednesday, January 6, to 5 p.m. Saturday, May 8
- **Fall early housing and dining** (Saturday, August 15) is available for the daily rate as an additional pre-contract charge.

E. Although I may leave my belongings in my room during the following regularly scheduled vacation periods, I understand that residence halls and residence dining facilities are not open during these periods (as set forth below). The University is not responsible for lost, stolen, or damaged property.

- **Thanksgiving Break:** 10:00 a.m., November 22, to 2:00 p.m., November 28.
- **Semester Break:** 10:00 a.m., December 19, to 10:00 a.m., January 6.
- **Spring Break:** 10:00 a.m., March 13, to 2:00 p.m., March 20.

I understand that limited housing during vacation periods may be available in McCroskey, McEachern, Orton, Regents, Rogers, Stephenson Complex, and Streit-Perham on a first-come, first-served basis at no additional charge. Reservations may be made through Residence Life if I am unable to leave the campus. I also understand that the terms of the housing and dining contract apply if I reside in vacation housing.

WSU Housing Services provides reasonable accommodation to individuals with disabilities. WSU requires a 2-week notification for accommodation requests. Requests should be directed to Housing Services. TDD users: WA Relay Service 1-800-833-6388.