

OVERVIEW

We are pleased you are considering on-campus housing as you participate in summer classes. We provide convenient and affordable housing and dining options.

The residence halls expected to be used for summer school are Newman Hall (non-AC, single and double undergraduate occupancy available), Harper Hall (AC, double occupancy only, undergrads only), O'Shaughnessy and Barringer Halls for Summer Academy (non-AC, double occupancy only), and the Graduate Life Center at Donaldson Brown (graduate students only). All summer buildings will be co-ed. Single rooms are available on a first-come, first-served basis in the non-AC building. All space in our undergraduate air-conditioned hall will be designated as double occupancy. Any student assigned to a double-occupancy room may request a specific roommate, or be assigned a roommate by the staff. All on-campus students are required to purchase either the Summer Flex or 19 meals-per-week dining plan. **The Housing and Dining Contract is binding for both summer sessions if classes are taken.** If at some point you decide not to attend summer school, you must contact our office in writing to nullify your contract by the first day of the pertinent summer session. If you don't notify us to cancel your contract, you will be charged for the on-campus space.

Why should I pre-register for Summer Housing?

Some on campus students that pre-register can take advantage of the spring to summer transition and leave their belongings in their current room during the spring-to-summer break. To transition students must sign up **by April 8, 2016**; otherwise students will need to take all belongings home and bring them all back for check-in. The pre-registration makes the process more efficient for both the student and our office.

What should I know about spring to summer transition?

Students will turn in their keys to their RA **before** they leave for the spring-to-summer break. Students will pick-up their spring assignment key along with the summer room assignment key at summer check-in on Sunday, May 22, in 144 New Hall West. Students will have access to transition their personal belongings from their spring assignment to summer assignment until 5:00 p.m. on Tuesday, May 24. Plan Summary & Release of Liability for Stored Possessions (Form 1) must be completed and submitted **by Friday, April 8th at noon**. Personal items cannot be left in the room if this form is not submitted by the due date – NO exceptions.

What do I do if I am in a building that has been designated for Summer Housing?

If you are currently assigned to the 3rd or 4th floor of Donaldson Brown you will be reassigned to the 2nd floor for summer school. If you are a current resident of Harper Hall or Newman Hall you *may* be able to stay in your current room depending on gender designations. While we will attempt to minimize changes, some students may need to move to a new space for the summer. You may make this move when you return for check-in on **Sunday, May 22**. Donaldson Brown – Graduate Life Center will remain open during the break.

What do I do if I am currently living off campus or will be a new resident student for the summer?

Review, complete, and submit the Housing and Dining Contract (Form 2) by **Friday, April 8**.

SPECIAL NOTICE FOR NON-ENROLLED RESIDENTS

(This includes Language & Culture Institute [LCI] participants and students engaged in an academically centered summer program/activity)

Non-enrolled individuals (including students who are normally enrolled during the academic year but who don't have an active summer class ticket/credit classes) wishing to live on-campus in designated summer school housing must be approved to do so through the Housing and Residence Life Office. To gain approval, provide documentation of; 1) need to be on-campus to fulfill an academic obligation/endeavor at the University, or 2) need to be on-campus to work/research with a University faculty member. The Housing Office considers the request upon receipt of a letter from the academic supervisor supporting this need. Documentation is retained with housing application materials.

Non-enrolled individuals will have the appropriate taxes added to their housing and dining fees. All on-campus residents must have a dining plan; including non-enrolled individuals. Non-enrolled individuals are required to pay the sum of their housing and dining charges within one week (7 business days) of the first day of the academic semester and are advised to secure payment arrangements prior to check-in and making payment immediately upon arrival. Individuals who have not made payment by the deadline will be required to move out of the residence hall.

Room Assignments

Summer School students will receive their room assignment on the day of check-in; however, we will notify residents of their expected building and room type by May 1st.

Prepayment of Fees

Students who pre-register for a room may pay room and board fees by simply adding the appropriate amounts to their tuition/fees bill received in the late spring semester. Students who check in at the desk on Sunday prior to the start of summer classes may pay on Tuesday at Student Accounts, 150 Student Services Building.

Prepayment for a single room does NOT guarantee assignment to a single room. We will accommodate as many requests for a single room as possible.

IMPORTANT DATES, CHECK-IN TIMES & LOCATIONS

- Noon, Fri., Apr. 8:** **Priority deadline for summer housing contracts!**
Contracts will be accepted after this date, but students will NOT be able to leave items in their current room (to transition their personal belongings when they return for Summer I check-in).
- Friday, May 1:** Summer I housing building notices (building and single/double allocation) will be posted so that you will know at least the building and type of housing you will be receiving. Specific room assignments are given out at check-in.
- Sunday, May 22:** **Summer I move in!** *Students that are attending just the first summer session or both summer sessions can check-in from 10 am until 5 pm 144 New Hall West.*
(Late check-in is also permitted from 9 am until 5 pm on Monday, May 23 with an RA and Tuesday, May 24 in the 144 New Hall West housing office.)
- Monday, May 23:** University Offices will be closed in observance of Memorial Day.
- Sunday, July 3:** **Early Summer II move-in begins at 1 pm and ends at 6 pm!**
- Mon July 4th** University offices will be closed in observance of Independence Day
- Tue-Wed, July 5-6** Check-ins accepted at the 144 New Hall West housing office from 8 am - 5 pm
- Tuesday, July 5:** **“Summer I Only” residents need to check out by 10 am!**
- End of Summer II:** Students will be contacted about moving from their summer building to their fall housing assignment.
- Sunday, August 14:** **Summer II residents must be checked out by 10 am.**

SUMMER HOUSING & DINING RATES

(All rates are per session)

Room Rates:

Air Conditioned

Harper– Undergraduates	
Single	\$1,872 (not generally available)
Double	\$1,486

Non-Air Conditioned

Newman Undergrad & Graduate (Vawter for Summer Academy Only)	
Single	\$1,238
Double	\$890

Graduate Housing (Air-Conditioned)

Graduate Life Center at Donaldson Brown	
Single	\$1,938
Double	\$1,518

Dining Plans:

Summer Flex Plan (with \$230 Flex Dollars)	\$654
19-Meal Plan	\$676

All on-campus residents for the summer sessions must have a Summer Flex Plan or a 19-Meal Plan. Major and Minor Flex Plans are not available during the summer sessions due to abbreviated semesters. D2 (Dietrick) will be our dining center for the summer.

HOUSING & DINING CONTRACT TERMS AND CONDITIONS

- I. **Eligibility:** Enrolled students attending Virginia Tech are eligible for on-campus housing for the summer term. Any individual who must register as a Sex Offender is prohibited from living on-campus in a University residence hall.
- II. **Period of Contract:** The contract shall be in force for both summer terms, consisting of first and second summer sessions. Specifically, the contract period may begin during first or second summer sessions, and will terminate when the student is no longer enrolled for the summer. Once the contract begins, it is not possible to terminate it and reside off campus later in either summer session.
- III. **Period of Occupancy:** A student's right to occupancy shall begin not earlier than the first day the halls open for each semester, date and time to be announced prior to each semester. The deadline for claiming the assigned room is the Friday of the first week of class of each semester. Failure to do so may result in the reassignment of the room; however, the contract will remain in force. Prior written notice is required to hold a reservation after the deadline. Residence halls are closed at the end of each semester and during official vacations at a time and date specified by Housing Services.
- IV. **Room & Board Payments:** Fees are due and payable in advance, and upon official notice from the University prior to each semester.
- V. **Dining Services:** Students who live in university housing are required to purchase one of the meal plans offered to on-campus residents by Virginia Tech Dining Services.
- VI. **Room Assignments:** When students contract with the University for on-campus housing, they contract for a bed space in the residence hall system, not a specific room assignment. A **limited** number of single occupancy rooms are available on a first-come, first-served basis. Most students will reside in double-occupancy rooms. We will attempt to honor mutual roommate requests. In making or changing room an assignment, Virginia Tech complies with all federal, state, and University regulations regarding non-discrimination.
- VII. **Room Occupancy:** Students are required to pay for the occupancy level they are assigned. If one of the occupants moves from the room, Housing Services reserves the right to assign a new roommate, or to reassign the remaining student to another room to consolidate space. The student agrees to accept an assigned roommate.
Students are expected to occupy their assigned room. Students who choose to vacate their assignment without being officially released from the contract have abrogated their right to that space, and are required to return any key(s) to the vacated assignment as directed. Failure to return key(s) as directed will result in billing for associated lock change(s). Students remain liable for room-and-board charges during the life of the contract. Students returning during the contract period will be reassigned to an available space.
- VIII. **University Liability:** Although precautions are taken to maintain adequate security, the University assumes no responsibility for injury to persons, and/or loss of or damage to personal property that occurs in its buildings or on its grounds prior to, during, or subsequent to the terms of this contract. Students (and their parents/guardians) are **strongly encouraged** to purchase and maintain appropriate insurance to cover such losses.
- IX. **Student Liability:** The student is responsible for the condition of the assigned room and all furnishings, and shall reimburse the University for all damage to or loss of these furnishings beyond ordinary wear and tear. Damage to common areas may be charged to all residents in that area.
- X. **Room Entry:** The University reserves the right to enter into student rooms for the purposes of inspection, improvement, repair, to control the rooms in the event of an epidemic or emergency, or for any other purpose in accordance with *University Policies for Student Life*.
- XI. **Room Check-out:** Students departing at the end of their contract responsibility shall be expected to perform certain check-out procedures. Failure to check out as prescribed will result in the assessment of improper check-out penalty/lock-change charges.
- XII. **Room Change & Contract Termination:** Room assignments may be changed, cancelled, or terminated by the University in the interest of order, health, maximum use of facilities, or disaster after due notice to the student. Willful disregard for the rights, responsibilities, and duties of others, interfering with a staff member engaged in the performance of job duties (includes, but not limited to, verbal abuse, intimidation, or use of physical force), as well as the creation of circumstances that could jeopardize life, limb, or property are unacceptable and may be cause for judicial action, interim suspension of occupancy pending administrative review of a situation, and/or subsequent termination of the Housing/dining Contract.
- XIII. **Evacuation and Relocation:** In the event that a Force Majeure, or other exigent circumstances as defined by the University, requires evacuation or relocation of the resident, the resident must immediately comply with such evacuation or relocation orders from University officials. Failure or refusal by the resident to abide by any such directive or procedure may result in disciplinary action or removal by the University and/or the Virginia Tech Police.
- XIV. **Conduct Action:** Students who are placed on deferred suspension, suspension, deferred dismissal, or denial of housing conduct sanctions during the current academic year are not eligible for a residence hall contract during the next academic year. These students will be eligible for the housing lottery process for the next academic year following the completion of the conduct sanction. If the student receives a contract, and later receives one of the aforementioned conduct sanctions, the contract during the contract period will be revoked. Serious violations also can result in immediate loss of a housing contract.
- XV. **Rules and Regulations:** Rules and regulations outlined in the *Hokie Handbook*, the *University Policies for Student Life*, and the *Housing, Residence Life and Dining Policies* as well as any revisions thereto as may be periodically instituted by the University, are incorporated herein and made a part of this contract. In the event of a conflict between the rules and regulations as they appear in the above named publications and the terms of this contract, the provisions of this contract shall take precedence.

Virginia Tech does not discriminate against employees, students, or applicants on the basis of race, sex, handicap, age, veteran status, national origin, religion, political affiliation, or sexual orientation. Anyone having questions concerning discrimination should contact the Equal Opportunity/Affirmative Action Office. If you are a person with a disability, and desire assistance or accommodation, please notify the Housing and Dining Services, 144 New Hall West, Virginia Tech, Blacksburg VA 24061-0428, 540/231-6481, or TTY 540/231-8718, e-mail: housing@vt.edu. The earlier we are aware of your needs, the more effective we can be in working with you

**PLAN SUMMARY & RELEASE OF LIABILITY FOR STORED POSSESSIONS
(FORM 1)**

Name: _____

Student ID #: _____

Cell Phone #: _____

Spring Assignment: Building _____ Room _____

Check the option that best represents your summer plans:

As a current on-campus resident I will/am:

- _____ leave my personal items in my current room during the spring-to-summer break.
[Submit Forms 1 & 2]
- _____ not leaving any items in my current room during the week break.
[Submit Form 2 only]
- _____ a graduate student and will be staying in the GLC at Donaldson Brown during the week break. [Submit Forms 1 & 2]

**Return completed form to 144 New Hall West by
12:00 pm, Friday, 8 April 2016.**

If you are leaving items in your residence hall room during the spring – summer break, please read and sign below:

I, the undersigned, accept full responsibility for the storage of my possessions in the room listed above. I understand that the residence hall in which my possessions are stored will not be staffed or occupied as it is during the normal academic year. I further understand that Virginia Tech and the Housing Office accept no responsibility for loss of or damage to my property. If I am storing my possessions at the end of the spring semester, I understand that I must check-out properly from the room, including returning the keys and Room Condition Form, following the established procedures and deadlines. Failure to check-out properly will result in improper check-out charge and possible lock change charges. Students who do not return at the beginning of Summer Session I will be required to remove belongings immediately and will be charged a per diem storage rate equivalent to the daily room charge.

If the key(s) being loaned to me to by Housing Services to retrieve my possessions on 22-24 May 2016, is not returned by 5 p.m., 24 May 2016, I understand that **I will be charged** for a lock change.

Signature: _____

Date: _____

summer 2016 housing/dining

HOUSING & DINING CONTRACT (FORM 2)

Name: _____

Student ID #: _____

Cell Phone #: _____

Sex: Male Classification: Undergrad Status: Enrolled
 Female Graduate Athlete
 Research Research Only
 LCI or Other Program

I will be enrolled:

First Session Only
 Second Session Only
 First & Second Session

Occupancy Preference:

Single
 Double

Summer Meal Plan:

Summer Flex
 19 Meals per Week

Requested Summer Assignment Building:

Harper (Undergrad, AC, doubles only)
 Newman
(Undergraduate & Graduate Non-AC, singles or doubles)
 Donaldson Brown (Graduates, AC singles or doubles)
 O'Shaughnessy/Barringer (Summer Academy only)
(Undergraduate & Graduate Non-AC, double occupancy)

Preferences:

Room # _____
Roommate Name _____
Roommate ID# _____

I have received and agree to the Terms and Conditions of the Virginia Tech Housing/Dining Summer Contract. Specifically, I understand that the contract period may begin either first or second session, and will terminate when I am no longer enrolled for the summer. If I decide not to attend summer school, I will notify the Housing Office in writing by the first day of classes for the summer term.

Signature: _____ Date: _____

If you are a person with a disability and desire assistance or accommodation, please notify the Housing Office, 144 New Hall West, Virginia Tech, Blacksburg VA 24061-0428, 540/231-6481 or TTY 540/231-8718, e-mail housing@vt.edu. The earlier we are aware of your needs, the more effectively we can work with you.

<u>Office Use Only</u>		Date Received
Meal Plan		_____
<input type="checkbox"/> AA	Assignment	
<input type="checkbox"/> FF	<input type="checkbox"/> NEW <input type="checkbox"/> HARP <input type="checkbox"/> DB <input type="checkbox"/> VAW	
	<input type="checkbox"/> Single <input type="checkbox"/> Double	