

TERMS AND CONDITIONS OF RESIDENCY FOR UNIVERSITY RESIDENCE HALLS 2025-2026

GENERAL CONDITIONS

All first-year University students (lessees) who do not live with parents or a legal guardian are required to live in the university residence halls when accommodations are available, unless they are 21 years of age or older, have a legal dependent, are a military veteran or married. All students (lessees) and parents/guardians should read the entire Housing Contract and the Terms and Conditions of Residency before signing. Upon receipt of the signed Housing Acceptance Contract by the Housing Office, the Housing Acceptance Contract becomes a legally binding document.

TERMS

The Housing Acceptance Contract is for the entire or remaining part of the academic school year. University Residence Hall accommodations are reserved for the exclusive use of enrolled or enrollment eligible students at Vincennes University, visitors, and guests specifically approved by the University. The residence hall student agrees to conduct himself/herself/themselves, as well as their guests, in a manner that does not interfere with the use and quiet enjoyment of the premises by others.

PETS

No animals of any kind are allowed in the Vincennes University Residence Halls at any point during the duration of the resident's contract, with the exception of fish so long as the fish tank is no larger than 10 gallons.

In compliance with the Americans with Disabilities Act, the Fair Housing Act, HUD, and other applicable local, state and federal laws, Vincennes University generally permits students in University housing to have a Service or Assistance/Emotional Support Animal (ESA) with proper documentation and approvals. All Service Animals and ESAs must have approval from the Office of Diverse Abilities prior to bringing the animal on campus. Any resident found in violation of the animal policy will be subject to a \$200 fee for removal of an unauthorized animal. Residents may also be referred for Student Code of Conduct Violations.

By submitting the signed Housing Acceptance Contract the student (lessee) agrees to accept and abide by the terms and conditions of residency, as well as all policies, procedures, and regulations established by the University. **Failure to satisfy the financial obligations as listed in the Housing Contract in accordance with the University Room and Board Rates and Payment Schedule may result, at the sole option of the University, in the denial of further meals. There is no credit given for services (e.g. meals) withheld due to late or non-payment of fees.** Meal plans may only be changed prior to the 2nd week of each semester.

DEPOSIT

The University requires a \$200.00 deposit of all residents. This deposit must be paid in full to be assigned a residence hall space. The whole, or any portion, of the deposit may, at the option of the University, be forfeited for Residence Hall damage resulting for lack of care. If damages exceed the

deposit amount, the student (lessee/guarantor) assumes the additional cost. The deposit also applies to any necessary cancellation fees or indebtedness to the University. Charges for damages to the Residence Hall, as a result of anonymous vandalism, will be pro-rated among the residents of the hall, and pro-rated share deducted from each deposit before the student (lessee) leaves the Residence Hall. The University is not obligated to refund the deposit if at any time of termination, the student (lessee) is indebted to the University. Students who incur large amounts of damages may be required to repay their damage deposit.

ROOM ASSIGNMENT

Priority assignment will be granted to returning students (lessees) who have completed all housing requirements by June 1st. After advance registration and throughout the summer, returning students (lessees) and first year students (lessees) will be assigned housing based on the date or receipt of the following items: deposits and Housing Acceptance Contract. Requests for roommate preferences filed after July 1st may not be guaranteed. **Students who are not registered for classes 10 days prior to the first day of classes may be subject to termination of their Housing Contract. The Housing and Residential Life Office reserves the right to change hall configuration based upon student occupancy and facility availability.**

OCCUPANCY

Rooms will be available for occupancy by 8:00am EST on the day before the student (lessee) is required to report to campus. Rooms shall be vacated by 6:00pm on the day following the last final exam of the student (lessee). Residence Halls will be closed during scheduled University breaks. Refer to the Residence Hall handbook for more details. The University reserves the right to reassign/assign accommodations as necessary. A student (lessee) whose roommate leaves may be asked to consolidate. This may be achieved by the student (lessee moving to an under-occupied room or by being assigned a new roommate in his/her/their room or designating the room as private. Students (lessees) who do not wish to consolidate may be charged the current single room rate.

ROOM ENTRY BY STAFF

In order to protect the health, safety, and welfare of the residents, the University reserves the right to have its authorized personnel enter student (lessee) rooms to make necessary inspections for service, maintenance/repair, and emergency purposes and for ensuring compliance with University policies.

COMPUTER NETWORK CONNECTION

The student (lessee) is subject to the terms and conditions listed in the Dorm Network Connection Contract. This is available in the Housing Office or in the Residence Hall Handbook.

LIABILITY

Vincennes University assumes no responsibility for personal injury, fire, or other casualty. Vincennes University does not

accept responsibility for loss or damage to clothing, valuables or personal property (including money) suffered by the student/guarantor during the period of this contract. Should either VU or student (lessee) be prevented or hindered from complying with any obligation created under this Agreement, other than the obligation to pay money, by reason of fire, flood, storm, act of God, governmental authority, labor disputes, war or any other cause not enumerated herein but which is beyond the reasonable control of the party whose performance is affected, then the performance of any such obligation is suspended during the period of, and only to the extent of, such prevention or hinderance, provided the affected Party exercises all reasonable diligence to remove the cause of force majeure. It is the student (lessee)'s responsibility to insure personal belongings if they wish to do so. Students agree to not hold the University responsible for any and all claims from third parties for injury, death, or damages resulting from the negligence of Student, its agents, employees, or contractors.

CONDUCT

The student (lessee) is subject to Federal, State, and Local laws, as well as all University regulations. This includes, but is not limited to, issues related to the possession, sale, or use of alcoholic beverages, narcotics, explosives, fireworks, and firearms. For violation of any University or Housing regulations as defined in the Residence Hall Handbook, Standards of Student Behavior, Local, State and Federal law the University may terminate the Housing Acceptance Contract and take possession of the living accommodations at any time. The University reserves the right to make reassignments or adjustments as may be deemed necessary to resolve problems or situations that may adversely affect the academic or living environment of the residential community.

COST

Please refer to the VU Catalog Supplement "Schedule of Fees" for current Room and Board rates. Specific Room and Board rates and payment information for the upcoming school year will be available following approval by the University Board of Trustees. **Private rooms are an additional fee per semester. A damage deposit of \$200 is required for all contracts.** (Note: All Room and Board rates are subject to change based on Board of Trustees set rates.)

CANCELLATION, TERMINATION, AND

WITHDRAWAL

If a student (lessee) decides not to attend the University, he/she/they must contact the Housing office **in writing** (housing@vinu.edu) and the Housing Acceptance Contract will be canceled. Charges will be assessed according to the following schedule:

One Year Housing Acceptance Contract to begin in

August (two semester commitment):

- Prior to or on August 1st = No Cancellation fee
- August 2nd – August 14th = \$150.00 Cancellation fee
- August 15th – March 15th = \$750.00 Cancellation fee
- After March 15th = \$500.00 cancellation fee.

One semester Housing Acceptance Contract to begin in

January (one semester commitment):

- Prior to or on December 20th = No Cancellation fee
- December 21st – January 2nd = \$150.00 Cancellation fee
- January 3rd – March 15th = \$750.00 Cancellation fee
- After March 15th = \$500.00 Cancellation fee

The University is not obligated to refund the deposit if at the time of termination, the student (lessee) is indebted to the University. If the student (lessee) cancels his/her/their Housing Acceptance Contract after the deadline, during the semester, between semesters, or if the University terminates a student (lessee)'s status, a cancellation fee of \$750.00 will be assessed. The student (lessee) must vacate the Residence Hall upon suspension or termination of student (lessee) status. Room rates will be prorated dependent on the date the student checks out of the residence hall. Meal plans are charged on a weekly basis. No refund for Room and Board will be given the last 2 weeks of each semester.

CONTRACT RELEASE PROCESS

In the event of extenuating circumstances, an application for Contract Release may be filed. Once completed, the student must meet with his/her/their Residence Hall Coordinator and then submit an application to the Contract Release committee. A \$750.00 cancellation fee will be charged if the release is granted. This fee cannot be appealed. Students not released will continue to be obligated to the terms of the contract.

APPEAL PROCESS

Students may appeal charges to their account. This appeal must be submitted **in writing** to housing@vinu.edu and must be received no later than ninety (90) days from the last date the student was enrolled at the University or proposed enrollment date. Written responses will be mailed/mailed to the student within 7-10 business days. All decisions are final.