**STUDENT SUMMER 2023 ON-CAMPUS ROOM & BOARD AGREEMENT**

Return this completed and signed Agreement to Conferences and Events by **Friday, April 21, 2023**

**NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_STUDENT ID #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHONE NUMBER \_\_\_\_\_\_\_\_\_\_\_\_\_CLASS YEAR \_\_\_\_\_\_\_\_\_\_ CURRENT DORM & ROOM NUMBER\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(the summer residence halls will be Brecon and Erdman)**

\*Are you currently Study Abroad or away from the College for Spring? YES OR NO (CIRCLE ONE)

\*Will you be Study Abroad or away from the College in Fall? YES OR NO (CIRCLE ONE)

**REASON FOR STAYING ON CAMPUS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**CAMPUS EMPLOYER OR SUPERVISOR\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***\*if you do not have a campus employer or supervisor, your dean must sign.***

**Weeks that I would like to live on campus (weeks must be consecutive):**

**May 14 – May 20 \_\_\_\_\_\_\_ June 25 – July 1 \_\_\_\_\_\_\_**

**May 21 – May 27 \_\_\_\_\_\_\_ July 2 – July 8 \_\_\_\_\_\_\_**

**May 28 – June 3 \_\_\_\_\_\_\_ July 9 – July 15 \_\_\_\_\_\_\_**

**June 4 – June 10 \_\_\_\_\_\_\_ July 16 – July 22 \_\_\_\_\_\_\_**

**June 11 – June 17 \_\_\_\_\_\_\_ July 23 – July 29 \_\_\_\_\_\_\_**

**June 18 – June 24 \_\_\_\_\_\_\_ July 30- August 5\*\* \_\_\_\_\_\_\_**

***\*\*Contact the Conferences and Events office directly if you need to stay beyond August 5, 2023.***

**TOTAL OWED: Number of weeks\_\_\_\_\_\_\_ @ $105/week = $\_\_\_\_\_\_\_\_\_\_**

**PAYMENT OPTIONS: Please Bill My Student Account \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please Bill Me Directly \_\_\_\_\_\_\_\_\_\_\_\_\_**

If billing student account, I agree to pay all fees charged at the conclusion of my rental term.

If paying directly, I agree to pay all fees by cash, check, or credit card to Conferences and Events.

**ADDITIONAL CHARGES:**

A $100 fee will be charged for all keys not returned at the end of your stay.

Any changes made to arrival and/or departure dates after the agreement is signed will result in a $50 administrative fee.

**I have read the above information and by my signature acknowledge that I understand and agree to the terms of this agreement. This agreement shall not bind any party until signed by me, the student, the summer employer and the Offices of Conferences and Events. Should circumstances prevent me from fulfilling this commitment, I agree to notify Conferences and Events no less than 14 days in advance of my scheduled arrival.**

**I also understand that by checking the boxes below, I agree to follow these guidelines:**

**\_\_\_\_\_\_ I understand that campus activities and services will be limited.**

**\_\_\_\_\_\_ I understand that all policies outlined in the Honor Code still apply and that I will be held accountable for any policy violation.**

**\_\_\_\_\_\_ I understand that I may be required to relocate to a different room/dorm.**

**\_\_\_\_\_\_I understand that I will be required to follow all COVID-19 guidelines and mitigation plan as listed on the College’s website.**

**\_\_\_\_\_\_ I understand that I will respond to all College communications about summer housing (including wellness checks) in a timely fashion.**

**\_\_\_\_\_\_ I understand that I will observe all College guidelines for dining on campus.**

**I understand that if I begin a leave of absence from the College prior to the end of summer housing, I will no longer be able to reside on campus during the remainder of the summer housing period.**

**STUDENT SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CAMPUS EMPLOYER NAME (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CAMPUS EMPLOYER’S SIGNATURE \* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***\*if you do not have a campus employer or supervisor, your dean must sign.***

**DEPARTMENT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_\_DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Section for Office of Conferences and Events (do not fill out)**

**Date Application Received\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Room Assignment\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Conference and Events Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**