Upperclassmen Housing Application
Instructions

If you will be living on campus, please complete the following items and return them to the Office of Residence Life:

- Upperclassmen Housing Application/Contract
- $50 Housing Application Fee
- $250 Deposit (refundable upon moving out)
  
  One $300 check will be sufficient
- Meningitis Vaccination Form
- Be sure to choose a Meal Plan

If you will be living at home, please complete the following item and return it to the Office of Residence Life:

- Exemption from Residency Policy Form

Who should complete this application?

- All returning upperclassmen students
- All newly accepted transfer students with less than 60 credit hours
- Any graduate student that would like on campus housing

Application Fee and Housing Deposit

- All first time housing applicants must submit the non-refundable $50 application fee
- All first time housing applicant must submit the $250 housing deposit
  - This is a 1 time deposit, which is refundable upon check out
  - Students who cancel housing after the deadline will forfeit their deposit

Please mail application to:

Department of Residence Life
800 GSW State University Drive
Americus, Georgia 31709

Sincerely,

Jason Wicker
Director of Residence Life
UPPERCLASSMAN
Housing and Meal
APPLICATION and CONTRACT

Term applied for: ☐ Fall 2015 – Spring 2016 ☐ Spring 2016

Name: ____________________________________________ GSW Student I.D. #: __________________________

First Middle Last

Home Address: ____________________________________________________________
Street or Box City State Zip

Cell Phone: ___________________________________________ Home Phone: _________________________________

Email Address: _____________________________________________ Parent’s Email Address: _________________________

Date of Birth: ___ / ___ / _______ Age: _________ Gender: ☐ Male ☐ Female

Classification:
☐ Freshman (Less than 30 hours) ☐ Sophomore (30 hours)
☐ Junior (60 hours) ☐ Senior (90 hours or more)
☐ Graduate Student

Student Status: ☐ GSW Student ☐ South Georgia College Student ☐ English Language Institute Student

RESIDENCE HALL PREFERENCE

Rank in order of preference.

<table>
<thead>
<tr>
<th>Room Preference</th>
<th>Semester Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southwestern Pines 4-Bedroom Apartment Style</td>
<td>$2535</td>
</tr>
<tr>
<td>Magnolia Private Room Suite</td>
<td>$2490</td>
</tr>
<tr>
<td>Southwestern Oaks Private Room Suite</td>
<td>$2490</td>
</tr>
<tr>
<td>Southwestern Oaks Double-Occupancy Room Suite</td>
<td>$1865</td>
</tr>
</tbody>
</table>

Requested Roommate’s Name (optional): _______________________________________________________________

Do you require any physical accommodations? ☐ No ☐ Yes

ROOMMATE PREFERENCE

The following information will be used ONLY to help in the process of matching you with a roommate.

I am a… ☐ Morning person ☐ Night person ☐ Doesn’t matter
I like to study… ☐ In a quiet room ☐ With music/TV in background ☐ In the library
I keep my room… ☐ Very neat and clean ☐ Relatively neat and clean ☐ Not so neat and clean
I like the temperature… ☐ Cool ☐ Warm ☐ Once in a while
I have friends over… ☐ All the time ☐ Doesn’t matter ☐ Never

MEAL PLAN PREFERENCE

Freshmen and Sophomores are required to choose one of the meal plan options listed below:

☐ 10 Meals per week w/ $425 flex dollars $1653
☐ 15 Meals per week w/ $375 flex dollars $1748
☐ Unlimited Meals per week w/ $275 flex dollars $1830

Juniors and Seniors may select ANY combination of meal plan or block plan offered (Minimum $400 Dining Dollar Required):

☐ 25 Block Plan 25 Meals/$225 flex dollars $410
☐ 40 Block Plan 40 Meals/$225 flex dollars $510
☐ Dining Dollar Total: __________________________

THESE PRICES ARE SUBJECT TO CHANGE

PLEASE READ ALL CONTRACT TERMS BEFORE SIGNING THE BACK OF THIS FORM.
I. CONTRACT PERIOD AND ELIGIBILITY
(A) This contract, when appropriately signed and submitted, becomes effective upon its acceptance by the Department of Residence Life and is binding for the FULL ACADEMIC YEAR consisting of Fall and Spring semesters. A student will not be obligated to the contract if they are not enrolled for a term within the contract.
(B) Residents of University housing facilities must be degree-seeking students who are registered for at least 3 credit hours at Georgia Southwestern and are required to pay the student activity fee. The University also provides housing for those enrolled in the English Language Institute of GSW and for the South Georgia College Entry Program.
(C) All residents who have earned less than 60 hours or have not already been on the meal plan for 4 semesters are required to purchase a meal plan. Food services privileges are non-transferable in part or in whole. The meal plan cannot be decreased any time after the scheduled add/drop deadline for the University.

II. CANCELLATIONS
(A) New and continuing applicants for campus housing who decide not to enroll at Georgia Southwestern must cancel their contract in writing no later than thirty (30) working days prior to the first official day of classes for the affected term July 7, 2015 for Fall or November 23, 2015 for Spring. Cancellation after this date will result in forfeiture of the deposit.
(B) Students who have signed contracts and enroll at Georgia Southwestern are obligated to the contract for the entire academic year (August-May) and may not cancel this obligation. This obligation requires 100% payment for Fall and Spring semester fees.

III. RIGHT OF UNIVERSITY TO CANCEL
(A) The University reserves the right to refuse admission or readmission to University housing or to cancel the contract during the academic year for the student’s failure to meet University requirements or to follow policies or regulations, in the event of criminal conviction by civil authorities, or for any other reasonable cause.
(B) If the student is removed from the residence halls for judicial reasons the student is responsible for 100% of the fees for that semester. If the student is still under contract for the Spring, the student will be charged 25% of the fees for that semester.
(C) If the student fails to pay housing fees, additional fees, or assessments by the dates required by the University, the University is entitled to pursue any or all of the following actions: termination of the contract, evict the student from University housing, cancellation of registration, and withholding transcripts, diplomas or other records or documents maintained by the University.
(D) If the student has not checked into his/her assigned room by Thursday, August 20, 2015 for Fall term or Thursday, January 14, 2016 for students applying for Spring term, the student could risk losing his/her housing deposit, housing assignment, and/or be reassigned to a different room or residence hall.

IV. DEPOSITS AND PAYMENTS
(A) The $250 deposit must accompany the housing contract and is non-transferable to another person. The deposit is refunded according to the following conditions: 1) the University is unable to provide campus housing, 2) the terms of the contract are fulfilled, the student has been officially checked out of the room by a residence hall staff member, and the student is cleared of responsibility for damage to the room or building. The deposit will be forfeited, wholly or in part, when the student: 1) is responsible for damage to the room or building, 2) fails to follow departmental check-out procedures, 3) terminates the contract after the established deadlines or before the terms are completed, 4) owes the University any debt, fine, or other obligation, or 5) resident doesn’t claim their deposit by August 31, 2016.
(B) Per semester housing fees are due and payable in advance at the prescribed rate per academic term. If payment is not made by the stipulated deadline, the student’s registration may be cancelled.

V. LIABILITY
Georgia Southwestern State University will not be liable for injury to persons or for loss or damage to items of personal property that occurs in its buildings or on its grounds. This includes but is not limited to damage from fire, windstorm, vandalism, interruption of utilities, condition of facilities, or for abandoned items. Students are strongly encouraged to carry appropriate insurance to cover possible loss of personal property.

VI. CONDITION OF FACILITIES
(A) Residents of University housing facilities must be degree-seeking students who are registered for at least 3 credit hours at Georgia Southwestern and are required to pay the student activity fee. The University also provides housing for those enrolled in the English Language Institute of GSW and for the South Georgia College Entry Program.
(B) Students who have signed contracts and enroll at Georgia Southwestern are obligated to the contract for the entire academic year (August-May) and may not cancel this obligation. This obligation requires 100% payment for Fall and Spring semester fees.

By signing below, the student agrees to accept the terms, conditions, policies, and procedures of the contract stated above and agrees to abide by the policies, rules, and regulations published in the GSWbeeravane (Student Handbook).

Signature of Student ___________________________ Date ____________ Signature of Guardian (if student is under 18) ___________________________ Date ____________

Please return this contract with $300 ($50 application fee and $250 deposit) and the Meningitis Vaccination Form to the Office of Admissions, Georgia Southwestern State University, 800 Georgia Southwestern State University Drive, Americus, GA 31709

APPLICATIONS WILL NOT BE PROCESSED WITHOUT THE APPLICATION FEE

FOR OFFICE USE ONLY

Date Rec’d _______ Hall _______ Room _______ $50 Application Fee _______ $250 Deposit _______ Meningitis _______