

Graduate Residence Housing License – University Place Apartments

Office of Housing, Residential Life and Community Standards



Last/Family Name: _____

First Name: _____

UB ID # _____

Date of Birth (MM/DD/YYYY): __/__/____

Gender: Male Female

UB E-mail: _____@my.bridgeport.edu

Alternative E-mail: _____

Permanent/Home/International Address (Number and Street): _____

City _____

State: _____

Country: _____

Zip Code: _____

Class Status (Please check one):

New Graduate (1st semester at UB)

Returning Graduate (2nd semester or greater at UB)

Degree Program (Please check one):

Business Administration (MBA)

Computer Science (MCS)

Chiropractic/Naturopathic

Electrical Engineering (MEE)

Mechanical Engineering (MME)

Technology Management (MTM)

Other: _____

Number of credits completed to date: _____

Anticipated graduation date (MM/YYYY): __/____

Accommodation Style:

One bedroom apartment (Maximum of 2 persons per bedroom)

Room charge is calculated at rate of **\$1,090.00/month** per apartment.

Two bedroom apartment (Maximum of 3 people per bedroom)

Room charge is calculated at rate of **\$1,340.00/month** per apartment.

Term:

Spring Session 20__ (January 1 - May 31)

Summer Session 20__ (June 1 - July 31)

Fall Session 20__ (August 1 - December 31)

IMPORTANT INFORMATION

Special Needs: Do you have a disability requiring reasonable accommodations? If so, please explain. (Medical certification of disability will be required before any special accommodation is assigned.) _____

Utilities: As part of this agreement, you are provided with heat and hot water. You are responsible for the cost of all other utilities in the apartment including electricity, telephone, Cable/TV and Internet Services. There will not be a reduction in charges if you do not receive any utilities or services.

Meal Plan: If you would like to secure a meal plan please contact Dining Services at diningservices@bridgeport.edu

Submitting Your Housing License: Please return your completed Housing License, first month's rent and two months' rent as a security deposit to: Office of Housing, Residential Life and Community Standards; Fax: 203-576-4536, Email: reslife@bridgeport.edu. Your cancelled check will serve as your receipt. If this license is not completed in full, it will be returned to you. A license and a deposit must **BOTH** be received before your request will be processed.

Payment of Housing Charges: Residents are billed for the entire term indicated at the beginning of their assignment period. Payments may be made on a monthly basis. All payments must be made directly to Student Financial Services, G-Level, Wahlstrom Library. Payment may be made with cash, credit card, debit card, personal check, bank check or money order. Checks must be made out to "University of Bridgeport". If payment is mailed, please include your UB ID# in the memo portion of the check and be sure to allow for sufficient mailing and processing time.

I acknowledge that I have read this University of Bridgeport Graduate Housing License-University Place Apartments ("Residence Hall License") in its entirety and understand it. By signing below, I am agreeing to be bound by the terms stated herein and affirming my acceptance of University policies and procedures as set forth in this Residence Hall License, the Residence Hall Policies and Procedures, Key to UB, University website, and other University publications.

Student Signature: _____

(MM/DD/YYYY): __/__/____

The following terms of the University of Bridgeport Graduate Residence Hall License-University Place Apartments (“Residence Hall License”) are between the University of Bridgeport (the “University”) and individual (listed above) requesting graduate housing (the “Occupant”). The license granted in this Residence Hall Agreement (the “License”), as further defined and detailed below, is for use and occupancy of an accommodation within the University Place Apartments (the “Licensed Space”). The Office of Housing, Residential Life and Community Standards (the “Office”) shall make all housing assignments, and, at its sole discretion, may change/alter the assignment, furnishings, features and other occupants of the Licensed Space.

- 1. The License Period.** The Office, in its sole discretion, issues licenses for Fall Term and Spring Term, as well as short term licenses for consecutive nights during the Summer Term and Winter Term. Additional terms and conditions (beyond those stated herein) may apply to the Summer Term and Winter Term.
- 2. Eligibility.** The Occupant must be a full-time graduate student. If the Occupant’s enrollment at the University terminates, so does the Occupant’s License. The Office, in its sole discretion, may provide family housing, if available. **To be eligible, the Occupant must obtain health insurance and renter’s insurance approved by the Office.** During Fall and Spring Terms, the Office, in its sole discretion, may immediately terminate the Occupant if s/he: drops to part-time status, has a GPA below 2.0, participates in co-op, is sanctioned for disciplinary or behavioral issues, and/or violates any Residence Hall Policies or Procedures or other University rules. In these situations, the Occupant must file a *Provisional Status* form with the Office if s/he seeks to conditionally remain in the Licensed Space. During the Summer and Winter Terms, the Occupant may be a part-time, but must: (1) be taking summer or winter courses, or be pre-registered for the Fall Term, and (2) obtain written approval for residency from the Office. Failure to do so may result in loss of deposit, charges pursuant to this Residence Hall License (without refund), and/or inability to matriculate.
- 3. Sole Discretion of the Office of Housing, Residential Life and Community Standards.** The Office, in its sole discretion, shall make all housing assignments. The Office reserves the right to: reassign students prior to occupancy for any reason or after occupancy for safety, disciplinary, or temporary housing reasons; change apartment assignment depending on institutional enrollment needs; and/or consolidate housing space, by having students move from under-utilized apartments, to make the most efficient use of its facilities. The University shall deny all roommate requests based upon race, color, religion, sexual orientation, physical characteristics or national origin.
- 4. Forfeiture.** The Occupant forfeits the Licensed Space if s/he fails to check-in by the end of the first week of classes without prior written notification to the Office. The Occupant agrees that s/he is financially responsible for the Licensed Space, even if forfeited. Another apartment will only be assigned if available.
- 5. Payment.** The Occupant agrees to pay monthly on the first day of the month. **Payment is non-refundable. No reduction in charge(s) is applied for temporary absences from the apartment, or if the License is suspended, terminated, or revoked pursuant to Paragraph Six** (see UB Catalog or Registration booklet for additional refund information). The Occupant shall pay a late fee of \$50/month if payment is not received by the 5th day of the month. Payments shall be made only to the “University of Bridgeport” as directed by the Office or its designee. The Occupant shall also incur a \$25.00 bookkeeping charge if his/her payment fails to clear or is returned for any reason, plus an additional \$50.00 charge for any payment returned for insufficient funds. Compensation for payment that fails to clear must be in the form of a money order or a bank check. If the Occupant fails to pay pursuant to the terms stated herein, the University may: impose late fees and costs; refuse to enroll or register any student; and/or revoke enrollment or registration for any charges which remain unpaid more than thirty days after notice is sent to the property address on file with the Office.
- 6. Space Reservation Fee.** To reserve the Licensed Space, the University charges a fee equal to two months’ payment (as determined by Paragraph Eight). The Occupant agrees and understands that if s/he complies with the terms of this Residence Hall Agreement, the University will return the reservation fee to the Occupant within 30 days of the expiration of this Residence Hall Agreement, minus any deduction for damage to the Licensed Space or common space. If the student pays the reservation fee but is determined ineligible for residence or chooses not to reside in the Licensed Space, refund is *only* available in the following limited circumstances: (a) 100% refundable if (i) the University refuses the student admission to the residence halls, or (ii) a new student withdraws in writing to the Office prior to one month before the first day of classes; or (b) 50% refundable if a returning student decides not to live in residence halls prior to one week before the start of classes.
- 7. Termination.** The Office reserves the right, at its sole discretion, to: (i) impose fees, costs, or fines, and/or (ii) suspend, terminate, or otherwise revoke the License if: (a) the Occupant fails to meet the eligibility requirements of Paragraph Two; or (b) for any other reason that the Office deems appropriate, including but not limited to, Occupant’s (or Occupant’s guest’s) failure to follow University/Office policies and procedures as set forth in Paragraph 22. If the license is suspended, terminated, or revoked, then Occupant must vacate the Licensed Space immediately.
- 8. Use.** The Occupant agrees to maintain a clean, safe and undamaged Licensed Space (including all fixtures and appliances) at all times. The Occupant agrees that s/he is responsible for any loss, damage, and/or destruction in the Licensed Space. Moreover, the Occupant: (1) must remove all garbage, rubbish, and other waste in a clean and safe manner as provided by the Office; (2) must prevent waste or debris from accumulating in the Licensed Space; and (3) use all electrical, plumbing, heating, air conditioning, and other facilities and appliances in a reasonable manner. The Occupant shall not alter the Licensed Space or any furnishings therein (i.e. walls, floors, carpeting, windows, doors, appliances, fixtures, or furnishings) in any way without the express written approval of the Office. If approved, any fixtures or installations become University property which may be used by the Occupant during his/her License Period. Failure to comply may result in discipline and/or penalties.
- 9. Occupancy.** The Occupant agrees that only authorized residents, i.e. those assigned by the Office, shall reside in the Licensed Space. The Office will assign a maximum of two authorized residents for a one-bedroom apartment and three authorized residents for a two-bedroom apartment. Subletting is expressly prohibited, as is the operation of any private enterprise in the Licensed Space or the common areas. Violations may result in License termination and/or substantial penalties, including without limitation full or partial rent for an unauthorized occupant.

- 10. Apartment Change.** The Office, in its sole discretion and upon reasonable notice, may issue an apartment change at an Occupant's request, if the change is made: (a) in the best interest of the Occupant and/or other person(s); and (b) after the second week of classes. Written permission from the Office is required. The Occupant will be assessed a \$100 fee. No additional charge for the apartment change will be assessed without the Occupant's consent.
- 11. Storage.** The Office provides residence hall storage (if available) on a first-come, first-served basis. The University and the Office shall not be liable or otherwise responsible for any loss or damage to personal property that is stored, whatever the cause of such loss or damage. The Occupant is prohibited from removing University furniture from common areas, lounges, or any other area of the residence hall, and from storing in University storage areas.
- 12. Hazardous Substances or Weapons Prohibited.** The Occupant is prohibited from bringing or keeping hazardous substances or weapons in a residence hall at any time.
- 13. Pets Prohibited.** The University prohibits pets of any kind from the residence hall.
- 14. Space Heaters Prohibited.** The University prohibits space heaters from the Licensed Space, except for water/oil- filled heaters.
- 15. Overnight Guests.** The Occupant understands and agrees to comply with overnight guest policy in Chapter Four of the "Key to UB."
- 16. Parking.** The Occupant will be assigned one space in the parking area for University Place, where s/he may park one passenger car.
- 17. Security.** The Occupant shall follow all Residence Hall security procedures, as well as all procedures, rules, and instructions of University Security and administrative staff, including fire/safety drills.
- 18. Personal Property.** The University and the Office shall not be liable or otherwise responsible for any loss or damage to personal property, whatever the cause of such loss or damage.
- 19. Right to Access and Inspect.** The Office and University representatives shall have the right, at their sole discretion, with or without notice, to enter the Licensed Space for emergency, health, safety, welfare, maintenance, or other lawful purposes, including but not limited to: (a) making repairs; (b) inspecting the Licensed Space in compliance with health/safety regulations; (c) responding to health, safety or property damage concerns, as determined by the University and/or Office; or (d) responding to any Office or University concern regarding a violation of any University policy, state law, or federal law. Should the University determine that extermination is required, the Occupant must comply unless s/he provides appropriate medical documentation from treating physician.
- 20. Check Out.** The Occupant shall vacate the Licensed Space and officially check-out of the Licensed Space, including returning all keys, at the end of the License Period or immediately upon the suspension, termination, or revocation of the License by the Office. If the Occupant does not officially check-out properly within seven (7) days of the official exit/closing date of the residence hall (as posted and notified by Office), the Office reserves the right to change locks to prohibit the Occupant access to the Licensed Space. In addition, the Occupant agrees to pay all costs, direct or indirect, incurred by the University in connection with Occupant's failure to timely vacate the Licensed Space ("Late Charges"). Any personal property not removed by the Occupant shall be deemed abandoned and destroyed by the University.
- 21. Temporary Accommodations.** The University may determine that a residence hall needs to be closed for emergency, health, safety, maintenance, or other lawful purposes. In that situation, if available, the University will make reasonable efforts to provide temporary accommodations for the Occupant. The Occupant shall promptly move and remain at the temporary housing until authorized to return. The University shall not be responsible for temporary interruptions or loss of services, including but not limited to heat, water, or electricity. If assigned to temporary housing, once the University identifies permanent accommodations, the Licensee must move to them.
- 22. Sex Offender.** The Occupant understands that s/he is prohibited from living in the residence hall system if s/he is required to register as a Sex Offender in the State of Connecticut or any other jurisdiction. The Occupant further avers that as of the date of this Residence Hall License, s/he is not required to register as a Sex Offender pursuant to any state or federal law. Should the Occupant be required to so register after signing this Residence Hall License, the Occupant agrees to immediately notify Campus Security (within 24 hours) and vacate the residence hall within 48 hours of such classification. The University reserves the right to assign any student required to register as a Sex Offender to any University housing deemed appropriate by the University. Any misrepresentation or violation of these obligations will lead to termination of this Residence Hall License, dismissal from student housing, and/or further disciplinary action by the University.
- 23. Compliance with Laws and Other Rules.** The Occupant understands and agrees that by entering this License Agreement, s/he agrees to use and occupy his/her Licensed Space and common areas of the residence hall in accordance with Connecticut law, federal law, and University policies and procedures, including without limitation the Key to UB, the policies contained herein, and the License Rules and Regulations. Failure to comply with any University policies may result in termination of this Residence Hall License, removal of the Occupant's property from the Licensed Space, barring the Occupant from the residence hall, and/or imposition of fines and/or other remedies.
- 24. Damage.** It shall be the responsibility of the student to pay the University for damage done to his/her apartment, damage to University-owned contents of the apartment and (on a pro-rata basis) damage to common areas of the residence hall. Upon moving out of an apartment, the apartment condition is to be the same as at check-in, with reasonable wear and tear excepted. Any repairs required will be assessed to all apartment-mates equally if no one apartment- mate takes responsibility for the damage.
- 25. Indemnification.** The Occupant agrees that, except in the case of gross negligence or willful misconduct on the part of the University, the Occupant shall indemnify and hold harmless the Office, the University, and the University's affiliates, officers, directors, employees, agents, and licensors against any and all claims, losses, liabilities, deficiencies, damages, costs, and expenses (including but not limited to reasonable attorneys' fees and all related costs and expenses) incurred by the University as a result of any claim, judgment or adjudication related to or arising from the Occupant's (or Occupant's guest's) use and occupancy of the Licensed Space, including, without limitation: (A) breach of his/her obligations under this Residence Hall License, or (B) personal or bodily injury arising out of any conduct by the Occupant or Occupant's guest, including without limitation negligence, gross negligence, or willful misconduct.
- 26. Miscellaneous.** (A) **Entire Agreement and Modification:** This License is the sole agreement between Occupant and the University regarding the Licensed Space and may not be modified except if signed by both parties in writing. (B) **Severability:** If any provision of this Residence Hall License is declared illegal or unenforceable, then the remainder of this Residence Hall License shall not be affected thereby. If

any provision is held unenforceable, the Court may amend, such that in its amended form, such provision shall then be enforceable and enforced. (C) **Governing Law.** This License shall be governed by and construed in accordance with the laws of the State of Connecticut. The Licensee agrees to submit to the jurisdiction of the federal and state courts in the State of Connecticut for the resolution of any disputes arising hereunder.

**RESIDENCE HALL
RULES AND REGULATIONS**

The individual listed (above) on the Residence Hall License (the “Occupant” or “You”) understands and agrees that s/he, as well as each occupant, contractor, guest or invitee that s/he permits to enter University property, shall comply with the following rules and regulations for University Place Apartments:

1. The Office may provide **notice** to each Occupant by hand delivery to the unit, by email or by written notice delivered by hand to the unit or by certified mail, return receipt requested. If school is not in session, notice will be sent to the student at the student's last residence address as maintained at the Registrar's office.
2. You will not place radio or television **aerials or wires** or any other electrical wires or connections in places that the Office has not approved in writing. No plants, rugs, bedding, or any other items may be placed in or out of windows or on fire escapes. You cannot shake rugs, blankets, clothing etc. out of the windows or doors.
3. You will not make any **disturbing noises** in the building or interfere with the rights or comforts of other occupants. Playing or operating musical instruments, radio, television or stereo are prohibited if they disturb any other occupant of the building. Parties are prohibited without the University's written consent. **Smoking is prohibited inside University Place Apartments and drinking is prohibited outside of the building** (see Chapters Four and Six of the Key to UB for full drug and alcohol policies).
4. The University has a master key to the premises. You cannot install a **new lock** on any door of the building without written permission from the Office. Charge for lost key is \$60, lost card is \$25.
5. **Washing and drying machines**, if any, may not be used in the apartment at any time. There will be a \$50.00 charge per machine, per month found in the apartment.
6. You will not **cook** in or near your apartment other than in the kitchen. Use of gas or charcoal grills and/or any type barbecuing devices inside or outside the apartment on University property is strictly forbidden. A \$50.00 charge per occurrence will be charged.
7. You will not erect or expose **any sign**, advertisement, illumination, or projection visible through the unit windows or from the building exterior.
8. **Waterbeds** are prohibited.
9. You will replace the batteries of the **smoke detector** as needed and immediately notify the University if the device fails to perform.
10. You cannot park or store any inoperable or visibly damaged, uninspected or unregistered vehicle(s) on University property. The University will remove any non-compliant vehicle from its property at the Occupant's sole cost and expense. You University property may not be used to repair or maintain vehicles.
11. You must maintain a minimum **temperature** in the apartment sufficient to protect pipes and other water facilities from damage by freezing. In the event the apartment is to be vacant for more than three (3) days, You will provide written notice to the University so that the University can monitor the temperature.

12. You will replace the **light bulbs** in the apartment. You shall use only **acceptable drapes** and shades as window decorations or coverings. Items such as blankets, plastic, carpet or similar items are forbidden for use as window treatments. You will install a **shower curtain** at shower/tub enclosure.
13. The University will perform routine pest **extermination** at University expense. You shall reimburse the University for any extermination required to address conditions in your unit and/or any others to which infestation has spread from your unit.
14. No **personal property** may be stored in common areas, porches, hallways, or outside the building (i.e. lawn furniture, bikes, etc.). Bike riding of any sort (i.e. "big wheels", skates, skate boarding, etc.) on the premises is strictly prohibited, as is ball playing.
15. **To reside in University Place Apartments, you cannot be actively enlisted in any branch of the military services of the United States.**
16. University reserves the right to **delay the beginning** of this Residence Hall License to the extent reasonably necessary to prepare the unit for Occupant after the departure of the prior occupant.
17. Each apartment is allowed one parking place. You must get a parking sticker from Campus Security (Norseman Hall) and provide the following information regarding the vehicle for our records:

Name registered to: _____

Year: _____

Model: _____

Make: _____

Color: _____

State and License Plate Number: _____

UB Parking Decal #: _____

I acknowledge that I have read these Residence Hall Rules and Regulations in their entirety and understand it. By signing below, I am agreeing to be bound by the terms stated herein and affirming my acceptance of University policies and procedures as set forth in these Residence Hall Rules and Regulations, the Residence Hall License, Key to UB, University website, and other University publications.

Occupant

___ / ___ / ___
Date

Occupant

___ / ___ / ___
Date

Occupant

___ / ___ / ___
Date