



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

WELCOME

There is no substitute for life on campus. Residence life positively influences academic and personal growth by offering a variety of programs, both social and educational. Residents are an active part of the on-campus community. Through your involvement, you will build relationships with neighbors and classmates to develop life-long skills. We are excited for you to experience the convenience care and social growth the Residence Hall has to offer.

STUDENT HOUSING APPLICATION & AGREEMENT INSTRUCTIONS

Carefully read the entire Student Housing Application and Agreement by signing this agreement, you are acknowledging that you have read and understand the entire Residence Hall Student Housing Agreement, that you agree to the provisions contained within and you accept the accommodations to which you may be assigned.

First Time Resident (New to the Flathead Valley Community College Residence Hall)

First time residents must complete and submit a Residence Hall Student Housing Application and Agreement along with a \$200 application fee before your application is considered complete.

Returning Resident (Contract Renewal for Founders Hall)

Returning residents are required to complete and submit an updated Student Housing Application and Agreement.

For more details regarding the application deposit refund process please see pages 3-4

COMPLETED AGREEMENTS

In order for your application to be considered complete, a student must submit a completed Student Housing Application and Agreement as well as a \$200 application fee.

In Person: Business Services in Blake Hall, Room 132

By Mail: Residence Life, Flathead Valley Community College, 777 Grandview Dr., Kalispell, MT 59901

By Email: reslife@fvcc.edu plus call Business Services at 406-756-3831 to pay application fee or submit payment by mail

QUESTIONS

Please visit the Student Housing homepage at: <https://www.fvcc.edu/campus-guide/student-housing/>

If your question is not answered on the website, please email reslife@fvcc.edu or call 406-756-4586.

NOTICE OF NON-DISCRIMINATION

FVCC does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to, or treatment or employment in, educational programs or activities. Inquiries concerning Title VI, IX and Section 504 may be referred to:

TitleIXCoordinator@fvcc.edu or Executive Director of Human Resources, Blake Hall, Room 152, Phone: 406-756-3841



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

Any person with disabilities concerned about accessibility and/or accommodation issues should contact:
Disability Services Coordinator, Learning Resource Center, Room 147, Phone: 406-756-3376

For any individual that identifies as transgender, Residence Life strives to have positive, inclusive, and respectful community for all students. We are committed to working individually and with discretion for students in transition to ensure their housing placement meets their needs.

Director of Residence Life, Kelly Murphy, Email: kmurphy@fvcc.edu, Phone: 406-756-4586

RENT SCHEDULE ADDENDUM

Students have several options when it comes to housing arrangements and costs. Please review the following and select the one that fits your needs. It is understood that the package you select will become part of your Residence Hall Housing Agreement and is subject to all terms and conditions of the entire agreement.

Package A

Fall 2018 and Spring 2019 semesters

Single Studio Apartment	Shared Two- Bedroom Apartment
Fall 2018 - \$3,240	Fall 2018 - \$2,678
Spring 2019- \$3,240	Spring 2019 - \$2,678

Package B

Fall 2018 Semester (Only)

Single Studio Apartment	Shared Two- Bedroom Apartment
Fall 2018 - \$3,240	Fall 2018 - \$2,678

Package C

Spring 2019 Semester (Only)

Single Studio Apartment	Shared Two- Bedroom Apartment
Spring 2019- \$3,240	Spring 2019 - \$2,678

Package D

Summer 2019 Semester

Single Studio Apartment	Shared Two- Bedroom Apartment
Summer 2019 - \$2,160	Summer 2019 - \$1,786

Package E

Fall 2018, Spring 2019, and Summer 2019 semesters

Single Studio Apartment	Shared Two- Bedroom Apartment
Fall 2018 - \$3,240	Fall 2018 - \$2,678
Spring 2019- \$3,240	Spring 2019 - \$2,678
Summer 2019 - \$2,160	Summer 2019 - \$1,786



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RENTAL COSTS, FEES, DEPOSITS

Rent includes all utilities and Wi-Fi internet. The application includes a \$200 application fee, which will convert to a \$150 deposit and \$50 application processing fee once a student moves into Founders Hall. Any damage beyond normal wear and tear to the apartment will be billed to the student and/or deducted from the deposit. The \$150 deposit will be refunded if the student submits an *Intent to Vacate* form by the posted housing cancellation deadline or when a student successfully completes his/her contractual obligation of this agreement and corresponding check-out paperwork with Residence Life staff, and if no damage charges are assessed. If charges are assessed, a proportional part of the deposit will be returned. There is a \$20 charge if a student fails to officially check-out with Residence Life staff and a \$50 room key charge if a student doesn't turn in the keys. Damage or outstanding debts owed to the College may also be assessed to the student's account. The deposit will be refunded by mail 30-45 days after fulfillment of the above conditions.

By accepting assignment in FVCC (College) student housing, the student agrees to live in the residence hall for the remainder of the semester and to comply with the terms and conditions of residence as outlined in this agreement. Under no circumstance may a student sell, transfer, or sublet his/her apartment to another person, including another student.

In the sole discretion of FVCC upon any violation of this agreement, College housing policies, College regulations, or other applicable law, or if, in the College's discretion, the health, safety or general well-being of the resident or others is threatened in any way, the resident may be provided with the opportunity to remedy the violation, may be immediately evicted, and/or may be referred for disciplinary action. In the event that a resident is provided the opportunity to remedy the violation and fails to do so to the College's satisfaction and within a reasonable time period, the resident may be immediately evicted and/or referred for disciplinary action.

FVCC Residence Life reserves the right to refuse housing to any student. Occupancy is a privilege and continuation of this privilege is dependent upon reasonable and acceptable personal conduct, satisfactory academic progress and fulltime academic status, and proper care of the apartment.

PAYMENT POLICY

Initial semester rent is due one business day prior to check-in. Once the posted cancellation deadline has passed, students are financially obligated for the remainder of that semester. All pricing is on a semester basis and will be assessed to the student's account automatically after the posted housing commitment deadline. Rent is due by the posted deadline.

All fees for the first semester are to be paid in full prior to move-in unless payment by installments is selected. All installment payments are to be paid by the time indicated on the payment schedule. No reduction in housing fees are made for late arrival at the beginning of a semester, and no housing fee refund will be given for early departure at any time during the semester.

The residence hall will be open to receive new students beginning at 10:30 a.m. on the posted move-in date. Students may not occupy or leave personal belongings in the residence hall before this time unless they are participating in a College scheduled program, have prior approval from the Director of Residence Life, and pay an additional fee. Students who are not continuing their residence per the student housing agreement must vacate the premise by 11 a.m. on the posted move-out date.



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

ROOM ASSIGNMENTS

Priority for student housing is given to students enrolled for a minimum of 12 credits per semester (except for summer). Part-time students are eligible to live in the residence hall as space permits. Dropping to or below part-time status from full-time status does NOT automatically cancel a housing contract. Failure to cancel this application by the stated housing commitment deadline will result in forfeiture of the \$200 application fee and will also require the student pay the entire semester's rent (unless Residence Life can fill the apartment with another student).

FVCC reserves the right to assign roommates, consolidate students who are without roommates, and/or reassign students to different rooms in the event such reassignments are deemed necessary.

APPLICATION AND CANCELLATION OF HOUSING RESERVATION

Mail or submit the housing application to FVCC Residence Life along with the \$200 application fee. Complete applications will be processed on a first-come, first-served basis. The Director of Residence Life will retain applications for six months.

The entire \$200 application fee will be returned to the student if at the end of six months, the student is not offered an apartment or if the student requests in writing to rescind his/her application prior to being offered an apartment. If the student turns down an offer, he/she will receive the deposit only if the student notifies the Director of Residence Life, in writing, by the posted student housing commitment deadline.

Failure to cancel this application by the stated housing commitment deadline will result in forfeiture of the \$200 application fee and will also require the student pay the entire semester's rent (unless Residence Life can fill the apartment with another student).

If a student is not accepted to FVCC or Residence Life is unable to fill the student's housing request, the full deposit will be refunded.

	Housing Commitment/Cancellation Deadline	Move In Date	Move Out Date
<i>Fall Semester 2018</i>	July 13, 5 p.m.	August 27, 10:30 a.m.	December 19, 11 a.m.
<i>Spring Semester 2019</i>	December 7, 5 p.m.	January 18, 10:30 a.m.	May 17, 11 a.m.
<i>Summer Semester 2019</i>	April 12, 5 p.m.	May 24, 10:30 a.m.	August 2, 11 a.m.

If a student violates the terms of this agreement, the student handbook, College regulations, code of conduct, local, state, or federal laws, the College reserves the right to cancel this agreement with no refund of rent payment or deposit.

All **new** applications are considered incomplete and will not be processed until FVCC receives the \$200 application fee and signed acknowledgement statement found at the end of the application.



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

Personal Information

Last Name:		First Name:		MI:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		DOB	/ /	Age:
Current Physical Address:	Street	City	State	Zip
Mailing Address:	Street	City	State	Zip
Student Cell / Primary Phone:			Student Email:	

*Email Address listed will be the main form of contact for new residents. Returning residents will be contacted via FVCC email.

Resident Status:

<input type="checkbox"/> New Applicant	<input type="checkbox"/> Returning Resident
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All RETURNING Residents MUST Complete the following section

Student Housing Choice: Select apartment type and package- *See rent schedule addendum on page 2 for details*

<input type="checkbox"/> SAME Single Studio Apt		<input type="checkbox"/> SAME Two-Bedroom Apt		
<input type="checkbox"/> NEW Single Studio Apt		<input type="checkbox"/> NEW Two-Bedroom Apt		
<input type="checkbox"/> Waitlist for Single				
<input type="checkbox"/> Package A <small>(Fall '18 & Spring '19)</small>	<input type="checkbox"/> Package B <small>(Fall 2018 Only)</small>	<input type="checkbox"/> Package C <small>(Spring 2019 Only)</small>	<input type="checkbox"/> Package D <small>(Summer '19 Only)</small>	<input type="checkbox"/> Package E <small>(Fall '18, Spring '19 & Summer '19)</small>

****If you selected a NEW apartment assignment you will be contacted about the sign up process in April***

Roommate preference?

- I would like to stay with my current roommate, if they intend to return.
- I have a new roommate in mind. **Note:** *Your intended roommate must also list your name on his/her application in order to accommodate your request, permitting space is available.*

Roommate: _____ Phone: _____



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

All NEW Applicants MUST Complete the following section

When I move in, I will be a:

<input type="checkbox"/> Freshman (0-29 credits)	<input type="checkbox"/> Sophomore (30+ credits)
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Referral *Let us know how you found out about our residence hall*

<input type="checkbox"/> College Representative	<input type="checkbox"/> Website	<input type="checkbox"/> Family/ Friend	<input type="checkbox"/> Other:
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.Student Housing Choice: Select apartment type and package- *See rent schedule addendum on page 2 for details*

<input type="checkbox"/> Single Studio Apt	<input type="checkbox"/> Two-Bedroom Apt	<input type="checkbox"/> Whatever is available		
<input type="checkbox"/> Waitlist for Single		<input type="checkbox"/> Waitlist for first available space		
<input type="checkbox"/> Package A <small>(Fall '18 & Spring '19)</small>	<input type="checkbox"/> Package B <small>(Fall '18 Only)</small>	<input type="checkbox"/> Package C <small>(Spring '19 Only)</small>	<input type="checkbox"/> Package D <small>(Summer '19 Only)</small>	<input type="checkbox"/> Package E <small>(Fall '18, Spring '19 & Summer 19)</small>

Lifestyle Preferences: Honest answers help to create more positive/ successful roommate matches.

Do you prefer a roommate who smokes cigarettes? Yes No No Preference

Do you prefer to study in your room? Yes No No Preference

Do you watch TV or listen to music while studying? Yes No No Preference

Are you a light sleeper? Yes No No Preference

Do you prefer to get up early in the morning? Yes No No Preference

Do you prefer to stay up late? Yes No No Preference

Do you like to entertain friends in your room/ apartment? Yes No No Preference

Do you like to entertain overnight guests? Yes No No Preference

Do you plan to remain on campus during the weekends and on breaks? Yes No No Preference

On a scale of 1-5, indicate the importance of each of the following with (1) being very important to you and (5) being of little importance to you: (check one number for each)

Cleanliness

1 2 3 4 5

Privacy

1 2 3 4 5

Quietness

1 2 3 4 5

What is your desired or intended major/ area of study:



Founders Hall Application & Agreement- 2018-2019 ACADEMIC YEAR

Roommate preference?

- Please assign me a roommate based on my answers to my lifestyle preferences.
- I have a roommate in mind. **Note:** *Your intended roommate must also list your name on his/her application in order to accommodate your request, permitting space is available.*
Roommate: _____ Phone: _____

All Applicants New & Returning Resident MUST Complete the following section

Special Accommodations Needed? Yes No

If yes, please describe:

I have been designated a violent or sexual offender (check one): Yes No

VIOLENT OR SEXUAL OFFENDERS

Any student who has been designated as a violent or sexual offender by the county, state or federal court requesting student housing must notify the Director of Residence Life of this information on the application. The Director of Residence Life must also be notified within 24 hours when a resident is designated as a violent or sexual offender. FVCC reserves the right to review the offender’s status and the potential risk to the community due to the tenant’s residence in FVCC student housing. After such review, FVCC may deny occupancy to the tenant based on the designation status.

CONTRACT UNDERSTANDING AND AGREEMENT

By signing below, I certify that I have read and agree to abide by all terms of this agreement and will follow all FVCC policies and procedures in addition to those outlined in the *FVCC Student Housing Agreement*, *FVCC Residence Life Handbook*, and *FVCC Code of Student Conduct*. Failure to abide by this agreement is cause for action by FVCC. I understand that this Agreement will be renewed automatically each semester (including summer), regardless of package choice, unless an *Intent to Vacate* form indicating otherwise is submitted to the Director of Residence Life by the designated deadlines, or I no longer meet the criteria to remain in student housing. I also understand that FVCC reserves the right to terminate this Agreement upon review of conduct issues, poor academic progress, failure to maintain a minimum of 12 credits per semester (except during the summer), or improper care of the apartment or residence hall.

Signature

Date

Parent/Guardian Signature, if under 18

Date