

On-Campus Housing Agreement

By agreeing to live in On-campus housing, you agree to abide by the policies and procedures of Liberty University as outlined in *The Liberty Way, On-Campus Living Guide*, and the *Course Catalog*.

General Information

The University reserves the right at any time to: (a) alter, change, or cancel a housing assignment; (b) change any room assignment or rate; (c) enter residences during reasonable hours at your request or for routine maintenance, inspections, repairs, or housekeeping duties (d) enter residences at any time for an emergency; (e) control the residences in the event of an emergency; (f) terminate the Housing Assignment for violation of University policies and regulations, for health or social reasons, or for other reasons deemed sufficient by the University.

Eligibility

Liberty University requires all unmarried students under the age of 21 to live on campus. On-campus residents must be currently enrolled in a residential program and attending classes on campus.

All students must complete Financial Check-in prior to occupancy. Students who are over the age of 30 (at any time during the semester) or are married are not allowed to live on campus. Rooms are assigned on a first-come, first-served basis.

Policies and Procedures

1. *Assignments and Residence Hall Check-in*

All housing assignments are valid from the time that the assignment is made until the end of the Spring semester. Housing assignments will terminate 24 hours after the student's last scheduled exam for the academic year. Housing Assignments will also terminate upon any of the following:

- 48 hours after an official Withdrawal is processed through the University
- 24 hours after the student's last scheduled exam for the fall semester if the student does not intend to return to the same room for the Spring semester.
- Students confirm they will move Off-campus after official permission has been granted by the Office of Student Housing.
- Students get married at any point during the term of the Housing Assignment

The period of occupancy begins when the student Checks-in to the residence hall (by means of receiving a key and/or moving belongings into the assigned space).

The official opening dates and the official closing dates of the Residence Halls are published annually in the University Academic Calendar. Students are not allowed to move into the residence halls prior to the dates provided. Exceptions to this policy will be limited and based on extreme need, and students will be charged accordingly.

2. *Breaks*

During Fall and Spring breaks, the residence halls will remain open; however, foodservice is **not** provided during these times.

All residence halls will be closed during the Winter Academic break (Christmas break) unless announced otherwise. Students are required to check-out with their Resident Assistant prior to leaving for Winter break. Please see *Check-out Procedures*.

Students who are returning to their room assignments for the Spring semester may leave personal belongings in their assigned rooms during Winter break; however, due to the fact that the University will be closed for the holidays and routine maintenance will be performed during the break, students are encouraged not to leave items of great sentimental or financial value.

3. ***Hall Damage***

Students are responsible for any damage or loss caused to their rooms, common areas, or to the residence halls, including all University furnishings and fixtures. Students responsible for damage, whether accidental or intentional, will be charged for replacement or repair. If the University cannot determine who is responsible for the damage or loss, the cost will be divided and assessed equally among the residents of the apartment, quad space, common area, floor, or building as applicable.

4. ***Institutional Liability***

The University will not be responsible for damage to or loss of personal belongings, which are a result of fire, wind, water, insects, rodents, vandalism or theft. However, when damage or loss is reported, the University will take reasonable steps to attempt to resolve the problem. **Students are encouraged to make sure personal belongings are covered by a renter's insurance policy.**

5. ***Early Withdrawals from the Residence Hall***

If a student checks into the residence hall, and then withdraws or is allowed to move off campus during the first three weeks of the semester, the residence hall fee will be charged accordingly at a weekly rate. There will be no rebate for the room portion of the residence hall fee after the first three weeks; however the meals portion will be rebated at a flat rate, regardless of room location.

New and transfer students who attend orientation, live in the residence hall prior to the first week of classes, and who then withdraw at any time during that week will be charged accordingly for that time. Please check with Student Accounts for the exact amount which will be charged to one's student account.

6. ***Withdrawal from the University***

When students withdraw from the University, it is imperative that they go through the proper procedures as outlined in the University Course Catalog.

Upon withdrawal, it is important that students follow the residence hall *Check-out Procedures* as described in the *On-Campus Living Guide*.

7. ***Check-out Procedures***

Students must thoroughly clean their rooms and arrange a Check-out appointment with their Resident Assistant prior to departing from campus at the end of every semester. Failure to properly follow all *Check-out procedures*, as stated in the *On-Campus Living Guide*, may result in significant fines.

At the end of the Spring semester or before early termination of a Housing Assignment, students must follow all *Check-out Procedures*, as stated in the *On-Campus Living Guide*, including removal of all personal items. **Any items remaining in the residence halls after termination of the Housing Assignment will be considered abandoned. The University assumes no responsibility for abandoned items.** All abandoned items will be disposed of by the University and fees will be charged to the student's account.