



OFFICE OF RESIDENCE LIFE RESIDENCE APPLICATION & AGREEMENT

PLEASE RETURN TO:
Office of Residence Life
New Jersey City University
2039 Kennedy Boulevard - V123
Jersey City, New Jersey 07305
(201) 200-2338 voice - (201) 200-2251 Fax

FOR OFFICE USE ONLY
Building _____
Room _____
Clearance Status _____

Academic Year _____ Academic Semester: Fall Winter Spring Summer I Summer II
Choose one

1. PERSONAL INFORMATION (PRINT)

NAME

LAST FIRST MIDDLE

PERMANENT ADDRESS

STREET

CITY STATE ZIP CODE COUNTY

DATE OF BIRTH _____ STUDENT ID # _____ GENDER: FEMALE MALE

HOME TELEPHONE (_____) _____ CELL (_____) _____ EMAIL _____

PARENT/GUARDIAN NAME _____ TELEPHONE (_____) _____

ADDRESS _____
STREET CITY STATE ZIP CODE

2. EMERGENCY CONTACT

***THE 2nd CONTACT MUST BE DIFFERENT FROM THE FIRST - CONTACTS LISTED WILL BE CALLED IN CASE OF EMERGENCY.**

2nd CONTACT NAME _____ RELATIONSHIP _____

ADDRESS _____
STREET CITY STATE ZIP CODE

TELEPHONE (HOME) _____ (WORK) _____

3. STATISTICAL INFORMATION

COLLEGE CREDITS COMPLETED _____ CURRICULUM MAJOR _____

CHECK ANY THAT APPLY:

- | | | |
|--|--|---|
| <input type="checkbox"/> Entering freshman | <input type="checkbox"/> OSP/EOF student | <input type="checkbox"/> Smoker |
| <input type="checkbox"/> Entering transfer | <input type="checkbox"/> Athlete _____ | <input type="checkbox"/> Prefer non-smoker roommate |
| <input type="checkbox"/> Current NJCU resident student | <input type="checkbox"/> International student | <input type="checkbox"/> Play music loudly |
| Building/room _____ | <input type="checkbox"/> Special/medical needs _____ | <input type="checkbox"/> Require silence while studying |
| <input type="checkbox"/> Current NJCU non-resident student | _____ | <input type="checkbox"/> Request to room with |
| <input type="checkbox"/> Graduate student | <input type="checkbox"/> other _____ | |

Note: Request for roommates and/or facility cannot always be honored. *We do not release roommates' names and telephone numbers.* The Office of Residence Life will give careful consideration to all requests but reserves the right to make administrative changes.

4. APPLICATION FEE AND MEAL PLAN INFORMATION

(NEW APPLICANTS) A \$150.00 housing deposit, made payable to Njcu - Residence Life Program, will be required if and when you are offered and accept a room assignment. At that point, the \$150 will hold your room and will ultimately be deducted from the total cost of housing.

All residents must partake in the University's meal plan. Unused meal plan money does not carry from semester to semester.

5. AGREEMENT

When you sign this form, you are agreeing to pay all rental and damage charges when due, abide by all rules and regulations established by New Jersey City University and the Office of Residence Life, and conform to all university regulations and policies as outlined in the student handbook - the Gothic Guide and Residence Life Program Student Handbook.

NOTE: APPLICANTS UNDER 18 MUST ALSO OBTAIN A PARENT OR GUARDIAN'S SIGNATURE.

STUDENT/OCCUPANT'S SIGNATURE DATE

PARENT/GUARDIAN'S SIGNATURE (IF UNDER 18 YEARS OF AGE) DATE

PLEASE READ THE REVERSE

RESIDENCE AGREEMENT

1. The signer hereby applies for residence hall space at New Jersey City University for either the Fall, Spring or Summer semester as noted on the front of the Residence Application/Agreement and agrees to the following terms and conditions to reside in University housing:

2. The student occupant agrees to read and abide by the University Code of Conduct as stated in The Gothic Guide, and the rules and regulations of the Residence Life Program and the laws of the State of New Jersey.

3. The student occupant understands that the University may take appropriate action for conduct which is found by the University to be in violation of such rules and regulations, or which is otherwise detrimental to the welfare of the residence hall and/or University community. Such appropriate action may include assessing fines and/or penalties and dismissal from the Residence Life Program and/or University.

4. Room Assignment - The Office of Residence Life reserves the right to assign any student to another space for reasons of discipline, safety, health, unresolved conflict, or to achieve maximum space utilization.

5. The resident student agrees to complete and return all necessary documents by the deadline dates.

6. Room Fees - The applicant is responsible for the payment of fees for the space assigned prior to receiving a key and the condition of the space assigned until completion of the agreement or a formal withdrawal and check-out is processed.

7. Housing Deposit - The housing deposit will be credited towards the housing charges for the semester for which the application was made. The deposit is non-refundable if a room assignment has been made.

8. The resident student is expected to attend residence hall orientation programs and meetings during the check-in and check out period.

9. The resident student accepts the space assigned and the condition found on entering and agrees to maintain such space, returning it to the University at the end of agreement or check-out in good condition as when the space was taken.

10. The resident student agrees to report all needed repairs to the Resident Assistant or Residence Life Staff person and will make no attempts to make repairs to University property.

11. The resident student agrees to keep the space assigned clean and accepts responsibility for all damage done regardless of whether the neglect was the result of doing an act or failure to do an act.

12. The resident student accepts responsibility for the common areas (lounges, kitchens, laundry rooms, bathrooms, computer labs, hallways and lobby) of the building.

13. The resident student agrees to occupy only the space assigned to him/her.

14. The resident student agrees to follow the check-in and check-out procedures as specified by the Office of Residence Life.

15. The resident student agrees to help maintain the campus facilities and will not place any objects, garbage or trash in any non-designated areas.

16. The resident will not alter the door locks and/or have additional locks installed.

17. The resident student will not dismantle any equipment, furniture, appliances or attach any articles to the floor, walls,

ceiling, furniture or fixtures not in accordance with the established guidelines of the University.

18. The resident student will not bring any unauthorized non-institutional or non-fire retardant furniture into the residence halls.

19. The resident student shall not allow anyone to share the premises, nor shall he/she keep roomers, boarders, or children, nor shall he/she assign or transfer said premises, or any part thereof, without the written approval of the University.

20. The resident student shall abide by the current guest visitation policies as printed in the Office of Residence Life Student Handbook.

21. The resident student understands that the use of fire alarms, fire detection devices or fire extinguishers except in case of fire, jeopardizes the safety of the residents and constitutes a serious offense. Any misuse of such equipment or devices is subject to prosecution; eviction from housing and liability for property damage, cleanup costs and fees required to restore extinguishers to a state of readiness.

22. The resident student agrees to evacuate the building in the event of an alarm and shall comply with evacuation procedures as stated in the handbook. The resident agrees to pay a fine if he/she fails to evacuate the residence facility when the fire alarm sounds.

23. The resident student understands that animals are not permitted in the residence halls.

24. The resident student understands that duly authorized representatives of the University and Residence Life Program will be permitted to enter the premises for the purpose of examining the condition thereof, making improvements and repairs, or for conducting inspections.

25. The resident student agrees that any personal property left in the residence hall after the expiration of the residence agreement period shall be considered abandoned and that the University may dispose of this property as it sees fit. The resident student forfeits any claim to the disposed property and will also be responsible for any cost involved to remove the property.

26. The resident student understands that the Residence Life Program is not responsible for storage of property.

27. The resident student agrees to conduct himself/herself in an appropriate manner and will not permit anything to be done in, or about the premises which shall interfere with the rights of other residents. (Repeated complaints formally documented and substantiated in the Office of Residence Life will result in the termination of this agreement.) Any actions which threaten the life, safety or general physical well-being of another resident will likewise result in termination of this agreement.

28. The resident student agrees to respect the rights of other residents and subscribe to common courtesy and civility in the community environment. This includes controlling the volume of sound during quiet and courtesy hours.

29. The resident student understands that the University has the right to terminate this contract if he/she vacates or deserts the space; repeatedly interferes with the rights of other students; is responsible for repeated damages to premises, furniture and fixtures; create physical and sanitary hazards; use premises for illegal purposes, or violates the terms of this agreement and rules/regulations now in effect.

30. The resident student agrees to comply with all vaccination requirements prior to any check-in date. This information can be found in initial room assignment letter issued by Office of Residence Life.