



Office: 973- 972-8796  
Fax: 973- 972-5048

**Housing Application and Contract 2009-2010**  
**UMDNJ STUDENTS ONLY**  
**Housing is not guaranteed.**

**Office Use Only:**

Date Received \_\_\_\_\_  
\$150 Received \_\_\_\_\_  
Room Number \_\_\_\_\_

**PERSONAL INFORMATION**

NAME: \_\_\_\_\_  
(LAST) (FIRST) (MI) STUDENT ID

PERMANENT ADDRESS: \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP CODE) (COUNTRY)

PERMANENT TELEPHONE: (\_\_\_\_\_) \_\_\_\_\_ CELL PHONE NUMBER: \_\_\_\_\_

GENDER  FEMALE  MALE EMAIL ADDRESS: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_  
(NAME) (RELATIONSHIP) (PHONE NUMBER)

ADDRESS: \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP CODE) (COUNTRY)

**MENINGOCOCCAL VACCINE: REQUIRED TO OBTAIN HOUSING.  THE COMPLETED FORM IS ATTACHED.**

**THIS CONTRACT IS FOR  TWELVE MONTHS  ACADEMIC YEAR: DATES OF STAY: \_\_\_\_\_**  
**THERE IS A PENALTY FOR EARLY TERMINATION OF CONTRACT. MONTHS ARE NOT PRORATED.**

SCHOOL:  NJMS  NJDS  GSBS  SHRP  SN  SPH

STATUS:  1ST YR  2ND YR  3RD YR  4TH YR  RESIDENT  POSTDOC  FACULTY

**ASSIGNMENT PREFERENCES (RANK ORDER 1, 2, 3, 4, 5, 6) (PREFERENCES ARE NOT GUARANTEED)**

- a. \_\_\_\_\_ Studio
- b. \_\_\_\_\_ 1 Bedroom
- c. \_\_\_\_\_ 2 Bedrooms, Style A
- d. \_\_\_\_\_ 2 Bedrooms, Style B
- e. \_\_\_\_\_ 3 Bedrooms, Style A
- f. \_\_\_\_\_ 3 Bedrooms, Style B

Roommate(s) Requested: You should complete the Roommate Matching Form. ALL REQUESTS MUST BE MUTUAL. MATCHING IS NOT GUARANTEED.

NAME \_\_\_\_\_

NAME \_\_\_\_\_

I hereby accept from UMDNJ the housing space in the student facility as indicated. I agree to pay UMDNJ a fee for the use of the accommodations assigned to me in accordance with the schedule of Accommodation Rates. I agree this fee will be charged to me in either two (2) installments or on a monthly basis, whichever schedule is selected by me. I understand that I am responsible for the payment of all utilities and any other costs that are not explicitly enumerated as provided by UMDNJ in the attached Guidelines. I hereby agree to abide by the Housing Agreement Terms and Conditions set forth in this agreement. I have read the UMDNJ Housing Guidelines carefully and agree to abide by all policies included therein. I understand that UMDNJ will take appropriate action against me for non-payment of any and all housing charges and that I will be responsible for collection fees which are 33 1/3 percent of the balance plus any and all attorney's fees. I also understand that there is a penalty for early termination of this contract.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent/Guardian Signature (For students under 18 years of age.) \_\_\_\_\_ Date \_\_\_\_\_

**SEE REVERSE SIDE FOR TERMS AND CONDITIONS OF CONTRACT**  
**RETURN COMPLETED APPLICATION AND A \$150 NON-REFUNDABLE HOUSING APPLICATION FEE TO:**  
UNIVERSITY OF MEDICINE & DENTISTRY OF NEW JERSEY  
OFFICE ON HOUSING, 65 BERGEN STREET, SUITE 1441  
NEWARK, NJ 07101  
**DO NOT SEND WITH YOUR ADMISSIONS DEPOSIT**

## TERMS AND CONDITIONS OF CONTRACT

### RESIDENCE CONTRACT

This document constitutes a contract between the undersigned student resident (hereinafter called "Resident") and the University of Medicine and Dentistry of New Jersey (hereinafter called "UMDNJ"). It sets forth the terms and conditions under which the Resident will occupy the premises in the UMDNJ residence facility. **THIS CONTRACT IS SUBJECT TO THE AVAILABILITY OF SPACE IN ACCORDANCE WITH UMDNJ DETERMINATION OF PRIORITY FOR PROVIDING SPACE AT THE TIME THIS SIGNED CONTRACT IS RECEIVED BY THE OFFICE ON HOUSING.**

The University will provide reasonable accommodations for students with disabilities who request them and provide appropriate documentation supporting the need for the accommodation. Students who need special accommodations should forward a request to: Office on Housing, 65 Bergen Street, Suite 1441, Newark, New Jersey 07101.

Students are assigned roommates without regard to race, color, national or ethnic origin, sex, religion, creed, ancestry, age, marital status, familial status, sexual orientation, and disability as set forth in the New Jersey Law Against Discrimination NJSA 10:5-1 et seq.

### TERMS OF CONTRACT

The student may request a specific length of contract: 12 months, academic year, program duration.

The University shall provide the resident with the use of a residence hall space 48 hours before orientation in accordance with the move-in schedule.

Residents who have not notified the Office on Housing that they will be late nor have taken possession of their room within 48 hours of the move-in date will forfeit their room assignment and will be charged a \$450 cancellation fee. Written notification from the University to a Resident of his/her removal and prohibition from University Housing may also terminate the contract.

In consideration of this housing assignment, the Resident agrees to pay the Residence Hall room charge for an entire contract period.

### PAYMENT AND CANCELLATION

All students must complete and sign this application/contract and submit it with a \$150 non-refundable application fee.

Student housing residents have the option to pay the accommodation fee in two installments (August 1, 2009 and January 1, 2010) or on a monthly basis. All payments are due on the first of the month. **Late fees will be assessed for late payments. This will be strictly enforced.**

#### In all cases:

No refunds of room charges will be made once a resident takes possession of a room. A resident has possession of a room once he/she signs the "Check-in-Form" and receives the keys to their unit.

#### Housing Releases

After moving in, a Resident may be released from the contract assignment without incurring penalties, if the Office on Housing is notified in writing, with supporting documentation, in the following cases **only**:

- **Withdrawal or dismissal from the University**
- **Graduation**

**All others lose payments already made and will be assessed a \$450 cancellation fee.**

#### Moving In/Out

All required forms must be completed per the Guidelines. Move Out will not be considered complete until all appropriate paperwork has been completed and the unit is in move-in condition. Fines can accrue per the Guidelines for damages to University property or unclean premises. **There is no proration of the housing fees if a student leaves before the end of the month.**

#### The Resident Agrees:

1. To be accountable for his/her behavior and the behavior of all guests.
2. To abide by the policies and procedures contained in the contract and in the "UMDNJ University Housing Guidelines" (hereinafter called Guidelines,) including all amendments and modifications that may be made during the year.
3. To abide by all Federal, State and Local laws.
4. To reside in the assigned room with the assigned roommate and to vacate and remove all personal property upon termination of this contract.

5. To abide by all policies regarding changing room assignments as delineated in the Guidelines.
6. To not allow anyone other than the assigned roommate to live in the room.
7. To assume all responsibility for personal belongings. The University is not responsible for damage or loss to Resident's personal property regardless of cause. We strongly recommend that you acquire Renter's insurance to cover your personal property.
8. To keep the room/unit clean and fit for habitation. The Resident will be responsible for all damages to University property or premises as a result of the Resident's and/or his/her guest's neglect or willful behavior.
9. To complete all appropriate forms within 24 hours of occupying a space. These forms will be the basis for damage assessments.
10. To be held responsible for damages to common areas when individual responsibility is not known.
11. To not loan out, duplicate or share keys or room combinations and to report lost or stolen keys or other items immediately.
12. To not smoke in any area of the residence hall, whether a public or private room.
13. To abide by quiet hours or life-style floor policies.
14. To abide by the Guest and Visitation Policy.
15. To not have pets.
16. To not have, use or possess firearms, ammunition, other weapons, nor flammable materials or substances per the Guidelines.
17. To not use halogen lamps.
18. To get all mandatory immunizations.
19. To not have liquid-filled beds or lofts.
20. To not paint.
21. To not remove or open window screens or to pass anything through windows.
22. To abide by all UMDNJ and School rules, policies and procedures applicable to students, residents, post docs and faculty.

#### The University:

1. The University recognizes Residents' rights to privacy but maintains the right for its authorized personnel to enter Residents' premises for the following reasons: (1) without notice in an emergency involving danger to life or property; (2) upon notice for the purpose of health and safety inspections; (3) for routine and immediate maintenance; (4) without notice when a condition is observed that is prohibited by this contract, University rules, policies or procedures or the regulations contained or referred to in the Guidelines; and (5) when it is reasonably believed that a Resident is using the assigned space in a manner contrary to the provisions of this contract, and University policies.
2. Reserves the right, in the interest of safety, to remove prohibited items without advance notice. Items will be held for 48 hours after which time they will be discarded.
3. Shall not be responsible for damages caused by: failure of water supply, electrical current or heating/cooling system; failure of WIFI, presence of bugs or vermin; nor injury to a Resident, his/her guest or the property of the Resident or guest.
4. Agrees to exercise every reasonable caution to safeguard the health safety and property of each Resident and will make a good faith effort to repair **properly reported** defects or deficiencies in the residence hall.
5. Reserves the right to take appropriate disciplinary action and/or immediate termination of the contract and immediate removal from University housing for conduct which is found by the University to be in violation of the University's policies and/or contract or which is otherwise detrimental to the health, safety and welfare of the Resident or others, or disruptive of the housing environment. Refer to the Guidelines.
6. Reserves the right to move a Resident from one room to another when the University determines that the move is in the Resident's best interest or those of his/her fellow students and/or the University.
7. Reserves the right to reassign Residents during the semester in order to consolidate vacant spaces and to increase room occupancy.
8. Reserves the right in its sole discretion to remove a Resident from University housing and terminate the contract for failure to meet financial obligations to the University, breach of the contract by the Resident, or breach of any of the Guidelines..

**The Resident whose contract is terminated is responsible for all financial obligations as stipulated herein and is required to vacate the room within 48 hours or as stated in writing by the University.**

Please refer to the Guidelines for a comprehensive description of policies and procedures for the residence hall.