

**MCC ASSOCIATION, INC.**  
**HOUSING AGREEMENT/LICENSE 2011-2012**

1. Students who have applied for housing, submitted a \$200 housing/security deposit and are matriculated full-time are eligible. "Full-time" is defined as - twelve (12) credit hours or more; this includes hours added during the drop-add period. Students must meet all health requirements and be in good conduct standing. To be eligible for a room assignment, students must be registered full-time. Students must be enrolled full-time each semester to reside in the residence halls. If a resident falls below the credit hour requirement during the semester, eligibility to reside in the halls may be revoked.
2. Current students are eligible for the intersession option if enrolled for three (3) or more credits during intersession, and students must complete and submit an intersession application with the required intersession housing fees. Housing fees for intersession are may not be covered by financial aid. Applications must be submitted to the Campus Center Service desk with payment by the deadline.
3. The cost of housing for 2011-2012 is \$3,300.00 per semester for a single room or \$6,600.00 for the academic year not including intersession, a double room is \$2,900.00 per semester or \$5,800.00 for the academic year not including intersession. **The housing agreement will be binding for the academic year. Students requesting to terminate the contractual obligation MUST notify the Housing office by 12/1/11. Failure to notify the Housing office will result in forfeiture of the security deposit and the student may incur housing charges for the spring semester. Payments are due by the published payment deadlines. Students who fail to make payment by the due date(s) may have an academic hold placed on their account or their housing contract cancelled. Students intending to pay for housing, tuition and fees with financial aid are encouraged to file for financial aid no later than March 15, 2011. Any balance due after estimated aid is applied must be paid before students will be admitted into the residence halls.**
4. Students must be 18 years of age by December 31, 2011; exceptions by permission of Director of Housing and Residence Life.
5. The MCC Association, Inc. reserves the right to make room assignments and reassignments as necessary.
6. Housing is limited; students are not guaranteed a room.
7. Residents are permitted to have a vehicle on campus but must park in the designated areas for residential students. Parking permits can be purchased for an additional fee per semester paid at the Campus Center Service desk.
8. Health requirements are mandatory and must be complete prior to admittance into the residence halls. New York State Public Health Law 2165 requires all post-secondary students attending colleges and universities to demonstrate proof of immunity against measles, mumps, rubella and meningitis (or a signed waiver). Immunization for Hepatitis B is strongly recommended. For more information, visit the Health Service website [www.monroec.edu/depts/stuhealth](http://www.monroec.edu/depts/stuhealth), or contact Health Services at (585) 292-2018.
9. Proof of current comprehensive insurance coverage is required. Residents covered by health insurance that is equal to or more comprehensive than the policy available through the college must certify to that effect to receive a waiver. Students must submit the name and policy number of their insurance carrier to the Health Services Office. The purchase of student health insurance coverage through an identified vendor is available at an additional cost to the student.
10. Individuals who, in the opinion of the Vice President for Student Services, pose a threat to themselves or other residents are not eligible to live in residence housing. Registered Sex Offenders at risk to re-offend according to New York State law or the law of any other jurisdiction represent a clear and present danger to themselves or other residents are not eligible for residence housing.

**Refunds and Forfeitures**

1. This license is binding for the academic year, excluding intersession. Official college vacation periods are not included in this agreement for accommodations and such periods are not covered by the fees established in this agreement.
2. The MCC Association, Inc. will retain a student's housing/security deposit, housing fee and terminate the agreement if a student living in the residence halls: a) withdraws from Monroe Community College; or b) is removed from housing; or c) is withdrawn from the college; or d) voluntarily leaves housing; or e) is no longer eligible for housing or otherwise becomes ineligible for housing.
3. Students who choose to terminate their license during residency will forfeit their housing/security deposit. Students who are called to military service are exempt.
4. The housing/security deposit will be refunded if a room is not available and the student requests a refund in writing.
5. If a student withdraws/terminates the housing agreement, the student will be financially obligated until the Housing and Residence Life Department is able to re-establish the occupancy. This agreement is binding. Occupants agree that housing and tuition fees will be paid by due dates and accept liability for any collection costs as a result of failure to pay, including, without limitation, collection agency fees, court costs and attorney's fees.
6. Students whose payment for housing includes approved financial aid will be fully obligated to pay the balance of any housing fees as a result of financial aid that does not materialize or for which the student is deemed ineligible (as a result of withdrawals, drops, failure to meet academic progress, or other reasons).
7. The housing/security deposit is not considered advance payment of the housing fee. The housing/security deposit will be cashed and/or charged and retained by the MCC Association, Inc., as a guarantee against damage to the room, residence property or furnishings. The housing/security deposit will be refunded within ninety (90) days of the expiration of the agreement provided damage charges have been paid in full and there is no additional damage or housing related fines/charges. All charges associated with the suites or common area damages will be split equally and charged as fines against each suitemates security deposit unless otherwise resolved with the suite residents and the Housing staff. Damage in public areas of residence hall buildings will be assessed at the discretion of the MCC Association, Inc.
8. An appeal for a housing fee refund should be directed in writing to the Housing Refund Appeals Committee, Office of Housing and Residence Life. Appeals for a refund of housing fees after check-out must be received within 14 business days of the check-out date. Appeals must include all supporting documentation at the time of the appeal. The decision of the Appeals Committee is final. **Inspection and Occupancy:**
  1. The MCC Association, Inc. reserves the right to allow authorized personnel to enter into the living area or resident's room at any time.
  2. The Housing and Residence Life Staff will inspect the room and suites weekly.
  3. The residence hall buildings will only be used for residential purposes; no solicitation or commercial use of the property is allowed.
  4. During the fall semester, residents may move into the halls prior to classes during designated times. Residents must vacate the halls during the Thanksgiving Recess and at the close of the Fall semester students must vacate the halls 24 hours after their last final exam. Residents enrolled in intersession classes and who have paid the additional housing fees by the deadline may return the day before Intersession begins; all other residents may return the day before classes begin for the spring semester. Residents must vacate the halls during Winter and Spring recesses. At the end of the Spring semester, residents must vacate the halls 24 hours after their last final exam. Any exceptions to this policy must be approved by the Director of Housing and Residence Life or his/her designee.
  5. A resident choosing to terminate the housing agreement is required to meet with the Director of Housing and Residence Life or designee to discuss the financial penalty. If a housing agreement is terminated for any reason, the resident must return all keys to a Housing and Residence Life staff member and vacate his/her room immediately.
  6. Students who reside in the residence halls must comply with Monroe Community College's Student Handbook and MCC Association, Inc. Housing and Residence Life Policy Manual. Any violations by students which pose a risk to health or safety may result in immediate termination of this agreement.