

CONTRACT GUIDELINES

This contract is for the ENTIRE 2021-2022 academic year (8:30am September 5, 2021 – 7pm May 11, 2022 and cannot be cancelled unless a student is:

- No longer attending UW-Stout during the 2021-2022 academic year or***
- Participating in a university-sponsored internship, research, study abroad or other university credit-producing program for the full 2021-2022 academic year which requires living more than 40 driving miles away from Menomonie, WI or***
- Approved by University Housing for a contract exemption or release. (Students will need to apply for this option; submitting a contract exemption or release request will not guarantee release from the contract).***

TERMS

- This document constitutes the University of Wisconsin-Stout Housing and Dining Services contract for the 2021-2022 academic year.
- "Student" in each instance of use herein refers to the contracting student signing this document.

CONDITIONS

- If student is academically dismissed and later reinstated, this contract is still in effect.
- To live in the halls, student must be enrolled at UW-Stout with at least one credit.
- Release is granted only when student is no longer enrolled at UW-Stout or due to unusual and compelling circumstances, as approved by University Housing.

TERMINATION

Cancellation

Students desiring to terminate this contract must have the written permission of University Housing. *The forfeiture of the prepayment does not constitute termination of contract.* A student who moves from the hall without written permission of University Housing will continue to be charged housing and dining fees for the total contract. The contract cannot be canceled unless a student is:

1. No longer attending UW-Stout during the 2021-2022 academic year or
2. Participating in a university-sponsored internship, research, study abroad or other university credit producing-program for the full 2021-2022 academic year which requires living more than 40 driving miles away from Menomonie, WI or
3. Approved by University Housing in writing for a contract exemption or release. (Students will need to request for this option; applying for a contract exemption or release will not guarantee release from the contract).

Mandatory Termination

If student is not enrolled, termination of this contract is mandatory. In cases of release from this contract a credit will be made to the student's university bill for unused services. The credit is calculated based on the checkout date of the student. Prepayment will be forfeited.

Exigency

University may terminate or temporarily suspend performance of any part of this contract without notice in the event of an emergency which would make continued operation of Housing and Dining Services unfeasible. Single rooms may be suspended in the event of an emergency which would necessitate reassigning other residents. Emergency events include but are not limited to fire, flood, natural disasters, or health emergencies.

Discipline Termination

University may temporarily suspend this contract until a discipline hearing is held. This contract may be terminated with 24-hour notice if it is determined the student has violated rules and/or regulations, or if student fails to comply with this contract. Disciplinary termination will subject student to payment of 50% of the remaining room charge and forfeiture of prepayment. Meal plan may remain in effect for the remainder of the contract. In the case of emergency suspension from UW-Stout, this contract may be terminated immediately.

Disruptive Behavior

Director of University Housing or their designee may remove any student with 24-hour notice, if in their judgment the student's disruptive behavior will have an adverse influence upon the hall community by continued residency.

STIPULATIONS

1. Failure to attend, withdrawal from the university, academic dismissal or denial of admission will result in the forfeiture of the prepayment. The possible subsequent occupancy of the assigned space has no bearing on the forfeiture of the prepayment.
2. An advance prepayment of \$125 is due with contract and will be applied to student accounts following the full completion of their final Housing Contract. Prepayment contains a \$35 non-refundable processing fee that will be forfeited with any cancellation. **Cancellations must be submitted via the "Cancel Future Contract" link on the Housing Contract Gateway, www.uwstout.edu/housing. Prepayment refunds will be: \$90 if received prior to March 1 or \$45 if received between March 1 and May 1.**
3. Student agrees to abide by all regulations that have been or may be established by UW-Stout and the UW-System Board of Regents, and agrees to abide by the regulations published on the University Housing website or Dean of Students website which are part of this contract by reference. Residence hall regulations are subject to change and are posted on the website.
4. Student must be registered for at least one credit to live in the halls. Persons without a valid Housing and Dining Services contract may not reside in the halls. Student is not permitted to subcontract their room, or any part thereof. Student must vacate their room at the expiration of

this contract or within 24-hour notice of withdrawal or dismissal from the University, dismissal from the halls, or approved release of contract. Students assigned a room without registered fall courses by **July 15** may be unassigned and re-assigned a room after registering for courses. Students not registered for at least one credit by the 10th day of classes will have this contract terminated, if the student registers after the 10th day of the classes, the contract will be reinstated.

5. Fire alarm systems, smoke detectors and fire fighting equipment are for student protection and safety. Tampering with or misuse of equipment is strictly prohibited. Each student must promptly evacuate the building for every fire alarm. Violators are subject to civil action and /or University conduct.
6. Halls will open on Sunday, September 5, 2021 at 8:30am and close on Wednesday, May 11, 2022 at 7pm. Student may occupy their room every night during this time period. Student must move out by the established closing date at the end of the spring semester.
7. University staff members will enter student rooms, with or without notice, in order to respond to emergencies, to ensure personal and building security, to perform custodial/maintenance work, and/or to handle violations of campus policy and state law.
8. The University is not liable for property belonging to any student, which may be lost, stolen, or damaged in any way on the premises including storage facilities. No personal property may be left in a student room or storage at the end of the contract period. Any property left will be disposed of in accordance with University Housing abandoned property policy and the student may be billed for removal and disposal.
9. Failure to satisfy the financial obligations accrued under this contract may result in the denial of further meals; denial of grade transcripts and/or enrollment; and/or eviction, pursuant to university rules governing the imposition of these sanctions. If the student believes an error in billing occurred, they may contact the Housing Office and request to complete a dispute form. Students may dispute a charge until six months from the posting date of the charge, after six months from the date of posting students are no longer eligible to dispute a charge.
10. Student agrees to pay for any damages, lost property or unnecessary service costs caused by student neglect or intent. Upon moving into the room, the student must complete and sign a room condition report, which will be used as an accurate and complete record of the contents and condition of the room. The student will be financially responsible for any differences when they check out of the assigned room. Where two or more students occupy the same room and responsibility for damage cannot be ascertained, the cost of damage will be divided equally between students.
11. This contract is for a space in a hall, not a particular room. The University reserves the right to reassign a student in order to make the most effective use of available accommodations. **If need be, a student can also be reassigned as a result of violation of university and/or residence hall regulations including situations where a person is violating the rights of their roommate.** The University reserves the right to place a student in a temporary room when space is not available for permanent occupancy. Student must move to the permanent space when it becomes available. (Any moving expense is borne by the student).
12. A student who has selected or been assigned to a single room may not choose to move to a double or triple room. Students who have selected or been assigned to Red Cedar Hall may choose to move only to another space in Red Cedar Hall. This applies to student chosen room changes and does not impact stipulation number 11.
13. If student is of legal drinking age they may consume alcohol in their own room. Students whose conduct under the influence, regardless of age, is injurious to the health or education of others around them, is loud and/or disruptive or interferes with the cleanliness or orderliness of the halls is subject to civil action as well as university disciplinary action. Persons found to possess, sell or use any form of illegal drugs are subject to suspension from UW-Stout and the UW System. All halls are smoke and tobacco free.
14. Tampering or altering of physical or electronic locks on University doors and/or the altering or duplicating of university keys is strictly prohibited. Student is required to follow building security policies. Those who jeopardize the security of the building and/or the safety of residents are subject to civil action and/or disciplinary action.
15. Student decorations or construction must comply with the Wisconsin Building Codes. Decorations or furnishings, which are deemed to be a fire hazard, must be removed. Construction or furniture arrangement, which hinders direct egress from the room, is not permitted. Student agrees to hold harmless the Board of Regents, the University, its officers, employees and agents, and to indemnify them from any claims for damages sustained by student or others in student rooms as a result of student acts or omissions relating to any student modifications to the room or furnishings such as the construction of bunk beds. Room must be returned to original condition by May 11, 2022.
16. Student who displays disruptive or dangerous behavior creates excessive noise and/or interferes with other students' rights to study or sleep is subject to disciplinary action including dismissal from the halls. Student may be required to remove from their room stereos, musical instruments or other equipment that causes disruptive noise.
17. Student is responsible for the conduct of guests and visitors. Student will be subject to disciplinary action for the misconduct of guests and is liable for damages caused by them. Guests may be housed overnight under the guest policy outlined on the University Housing website.
18. Any student residing in halls is required to participate in a University Dining Service Baseline Plan. Baseline dining funds are in the student's Baseline account and can be used only for food purchases on-campus. Baseline Plan Board Fee fixed cost charges cover overhead expenses and are not available to student for on-campus purchases. Charges for cafeteria meals cover food cost only. Student must maintain funds in the Baseline account to receive cafeteria Baseline prices. Baseline account funds carry forward each semester and can be added to at any time. Baseline food purchases are not subject to Wisconsin sales tax.
19. University Dining offers cafeteria meals during the Fall and Spring academic semesters except: Thanksgiving Break, Semester Break/WinTerm and Spring Break. Meals begin on the first day of this contract and one day prior to the start of classes in the spring.

I have read, understood and accept the terms and conditions as outlined in this contract. Changes may not be made in the terms and conditions of this contract without the agreement and written permission of University Housing. I hereby agree to pay UW-Stout the housing and dining service charges. I further understand that housing and dining service charges are subject to change without notice. I understand that my parent or guardian may be contacted, regardless of my age, in case of emergency or due to certain disciplinary situations. I agree to hold harmless and indemnify the State of Wisconsin, the Board of Regents of the University of Wisconsin System, and the University of Wisconsin-Stout, their officers, agents and employees, from any and all liability, loss, damages, costs, or expenses which are sustained, incurred, or required arising out of the actions of the undersigned in the course of participating in housing and dining service programs.

MORE INFORMATION

University Housing – www.uwstout.edu/housing

Dining Services – www.uwstout.edu/dining