

Simpson College
Department of Residence Life

SUMMER 2008 HOUSING INFORMATION AND CONTRACT

Summer housing is available to Simpson College students on a first-come, first-serve basis in one of the college-owned apartment buildings with other students. It is to your advantage to complete and return this contract early. **Completed contracts and employment confirmation cards are due by Friday, April 18th to the Student Development office.** Applications will be accepted after this date, but due to limited housing, space can not be guaranteed. If you have a roommate preference, please indicate this preference below. All students living in Summer Housing will be assigned one roommate and 1-3 apartment mates. We will do our best to honor roommate preferences, but cannot guarantee your preference. **The move-in date and time has been set for Sunday, May 18th from 5:00-7:00PM.** This date may be changed due to conference timelines. Also, summer projects may require relocation to a different apartment at some point during the semester. Summer Housing is for Simpson students; any other persons must be approved by the Director of Residence Life.

BILLING PROCEDURES

The Business Office bills Simpson students for summer housing based on a daily rate of \$16.00/day. However, if employed by the College 24+ hours on campus, the rate is reduced to \$8/day. Time sheets will be examined at the end of each pay period to verify hours. Any corrections required for room billing will occur at this time. You will continue to be billed at the summer rate until you would otherwise move to your fall housing or off-campus. Except for the last two weeks of the summer term, billing occurs on the 1st day of the week or month (if you have housing for the whole month). **The balance for each month is due by the last day of month, unless other arrangements have been made directly with the Business Office.**

POLICIES

All college policies in the Simpson College Student Handbook and the Simpson College Housing Contract will remain in effect. No open-coil cooking appliances (toasters, toaster ovens) or window air conditioners are allowed. Kitchen facilities are available in each apartment, including a stove and refrigerator. All communication to students will be made by campus mail, campus phone, campus email, or cell phone as listed below.

CHECKING IN AND OUT

All Summer Housing students must check-in AND check-out with Summer CAs. Movements from Summer to Fall housing assignments will take place August 1-9 as they become available, but **MUST take place no later than Saturday, August 9, between 5:00-7:00PM.** This time/date may be changed. Failure to properly check in or out can result in additional charges. Fines will be assessed for not leaving your apartment in the same or better shape as you found it.

CONSOLIDATION

Residence Life reserves the right to consolidate and/or move students from one space to another as needed.

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- I will need housing ALL summer beginning May 18th and throughout the summer
 I will need housing from _____ and will check out of summer housing on _____

I will be working on campus. Yes No If yes, where? _____
Hours per week: _____ (If 24+ hours/week, you must fill out Employment Verification Form for the discounted rate.)

I will be working off campus. Yes No If yes, where? _____

I will be taking summer classes: Yes No If yes, where? _____

I know these people are also living in Summer Housing and would them to be my room/apartment mates:

Where on campus do you live now? Hall/Room: _____ Other: _____

Where will you be living next fall semester? Hall/Room: _____ Other: _____

I have read the above terms of the Summer Housing Contract, and understand my responsibilities.

PRINT Name: _____ cell: _____

SIGN Name: _____ other contact information: _____