Welcome to Florida Tech Housing!!!

We designed this portal to assist you in navigating the contract process. You will be guided through a series of screens to complete this application. We recommend reading each section as you will be held responsible for the agreement. Please understand that THIS DOCUMENT IS A LEGALLY BINDING CONTRACT. Once you have completed the process you will receive a confirmation email. If you do not receive the email you have NOT completed your entire housing application. This means that you will not be assigned a room and we will not have any of your housing or meal plan preferences. Also, note that there is a Residency Requirement for ALL freshman and sophomores. That means that if you are a first-time freshman, a sophomore, or are in the first two years of your academic program, you are REQUIRED to live on campus and have a residence meal plan. Upon completion of this CONTRACT you will be RESPONSIBLE for the entire academic year's rent, meal plan, and fees.

Section 1
This document is part of a LEGALLY BINDING CONTRACT. If you are a First-Time Freshman or are in the first two years of your academic program, you are required to live on campus and have a meal plan regardless of prior transfer credits or academic class standing.
The next few screens will guide you through the Terms and Conditions which includes occupancy dates, housing deposit, housing assignment, overnight guests, pets, drug and alcohol policies, smoking, liability, student conduct, refund policy, cancellation policy, residency requirements, room consolidation, and other University policies. Upon completion of this CONTRACT you will be RESPONSIBLE for the ENTIRE academic year's rent, meal plan, and fees.

Housing assignments for new incoming students will be made by the end of June. Your room assignment will be sent to your FIT email account. All returning students will confirm their assignment after completing this agreement.

SECTION 2
RESIDENCE HALLS/APARTMENTS TERMS AND CONDITIONS

Below are the Terms and Conditions for the Housing and Meal Plan. Students should consult the Student Handbook available online and other official University publications for a complete set of policies and further details.

A. ELIGIBILITY: To be eligible for on-campus housing you must; be currently enrolled students at Florida Institute of Technology, be in good financial standing, academic, disciplinary standing with the University and Housing. Students must be registered fulltime for classes to remain in good standing for their Housing and Meal Plan Agreement unless approved by The Director of Campus Services or designee. Students
who are academically dismissed, withdrawn, or have not registered for classes may be
removed from housing or transferred from their current housing assignment until their
status has been restored. Upon restoration, students will be required to meet the terms of
this agreement. Returning to housing does not guarantee the same assignment.

B. TERM OF AGREEMENT. This agreement is for BOTH Fall Semester and Spring
Semesters or any portion remaining at time of occupancy. This agreement may not be
terminated or nullified prior to the official end of the academic year.

Fall Semester 2014 occupancy for New Students (Freshman, Transfer, Graduate) starts
on Tuesday August 12, 2014 and last Fall semester meals ends on Sunday, December 14,
2014. Spring Semester 2015 occupancy starts on Saturday, January 8, 2015 at noon and
ends at noon on Sunday, May 10, 2015.

Spring Semester 2015 occupancy for New Students (Freshman, Transfer, Graduate) starts
on Thursday, January 8, 2015 and ends at noon on Sunday, May 10, 2015.

Fall Semester 2014 occupancy for All Returning Students (Sophomore, Junior, Senior,
and Graduate) starts on Saturday August 16, 2014, and last Fall meals ends on Sunday,
December 14, 2014. Spring Semester 2015 occupancy starts on Saturday, January 8, 2015
at noon and ends at noon on Sunday, May 10, 2015.

During the December 2014 break period if you stay on campus, please get your RA's
approval before December 9th 2014. If you have entered any residence hall without
approval from your RA and Campus Services you will be billed for that period of time.

SECTION 3
C. HOUSING DEPOSIT: A $200 Housing Deposit must be on file in the student's
account prior to the student receiving a room or apartment assignment. The Housing
Deposit will remain on file for as long as the student lives in University housing. The
deposit cannot be covered by any scholarship and cannot be waived. All students who no
longer enroll in on-campus housing must request their housing deposit refund at the
Campus Services Office.

D. HOUSING ASSIGNMENT: A signed paper copy or electronically verified copy of
the Freshman/Returning Student Housing and Meal Plan Contract must be on file with
the Campus Services Office to be assigned space. Florida Institute of Technology is an
equal housing institution, assignments are made without regard to race, color, creed,
national origin or sexual orientation. Housing assignments are all single gender, there are
no coed assignments allowed. The University makes every attempt to grant assignment
requests however; acceptance of this agreement does not guarantee assignment to a
specific type of accommodation, building, room or roommate. Room/apartment
assignments may be changed or canceled by the University in the interest of order, health
and safety issues, discipline, and maximum utilization of facilities.
E. CONSOLIDATION AND ASSIGNMENT OF SPACE: The University reserves the right to administratively reassign, consolidate, or move student rooms as deemed necessary. Students who are consolidated will be refunded the prorated amount of rent monies for the portion of time that their assignment was altered. When possible, as determined by the Director of Campus Services or designee, students may be given the option of paying for a single room on a prorated basis for the remainder of their time in that assignment.

F. OCCUPANCY DATES: The dates shown under Section B TERM OF AGREEMENT, will be used to determine room opening and closing (for occupancy purposes). Students needing to move in earlier must receive permission in writing from the Campus Services Office. The deadline for check-in is 5 p.m. the day prior to the beginning of classes unless approved by Campus Services in writing. Failure to do so may result in the loss of assignment however; the contract will remain in force. Prior written notice is required to hold a reservation after the deadline. The student may be reassigned another space, with no refund of housing charges. Note: Students will be charged for their room/apartment assignment whether or not they actually occupy the assignment, unless the assignment is officially canceled. Please refer to Section B TERM OF AGREEMENT for the official opening and closing of the halls/apartments. The University reserves the right to modify opening and closing dates. Assignment and/or use of University housing does not include occupancy during vacation or term break periods. The University reserves the right to grant or revoke occupancy and assess additional charges to the student during these periods. Closing times at the end of each semester are for those students participating in commencement exercises. All other residents are expected to vacate within 24 hours of the end of their last examination. Rooms/apartments may be occupied only by the student to whom they are assigned. Rooms/apartments may not be sublet to other persons. Room/apartment changes may be made only after receipt of written approval from the Office of Residence Life. Room/apartment changes may not be made until the third week of any term. There is a fine of $150 for improper room changes.

SECTION 4
It is your responsibility to read this document and all other University policies. You will be held responsible and accountable. Failure to read or 'not know' is still your responsibility.

G. OVERNIGHT GUESTS: Are only allowed with the permission of roommates and must be in keeping with the University's guest policy as outlined in the Student Handbook.

H. PETS: For reasons of health, sanitation and public safety, NO PETS ARE ALLOWED, with the exception of fish, which must be contained in a tank no larger than 10 gallons.

I. DRUGS AND ALCOHOL: In accordance with State of Florida Law, you must be 21 years of age to purchase, possess and/or consume any alcoholic beverage. Illicit drugs are
not permitted on University property. Illegal use of controlled substances may constitute grounds for dismissal from the University.

J. SMOKING BAN: In accordance with the Florida Clean Indoor Air Act, there is NO SMOKING permitted in any University facilities! Smoking is prohibited within 25 feet of any residential facility.

K. LIABILITY: The University is not liable for damage to or loss of personal property, or for failure or interruptions of public utilities. Personal property/liability insurance is highly recommended.

L. CONDUCT IN UNIVERSITY FACILITIES: Florida Institute of Technology is dedicated to fostering and maintaining an educational environment on campus. As such, the University reserves the right to take whatever action deemed appropriate to maintain an educational atmosphere and the safety of all residents.

M. STUDENT RESPONSIBILITIES: It is each student's responsibility to keep his/her room/apartment clean and orderly. Charges will be assessed for damages to or unauthorized use of residence hall rooms/apartments and equipment including alterations made to a room or building, and/or for special cleaning the University feels is necessary. All students are responsible for properly disposing of their garbage in the appropriate waste receptacles. Charges will be assessed to any student who does not comply with this requirement. Students living in the residence halls and apartments are responsible for knowing and observing all University regulations and policies as set forth in official publications.

N. COMMON AREA DAMAGES: Damages to the common areas may be charged to all residents in that area, suite, wing, floor, or building. Payment will be required upon billing. The University may withhold all grades and/or transcripts until all monies due are paid in full.

SECTION 5

O. RIGHT TO INSPECTION: Authorized University personnel may enter and inspect a student's room/apartment to ensure the health and safety of the residents, to make needed repair/maintenance or for any other official and lawful purpose. Additionally, periodic health and safety inspections will be conducted by RAs or other University officials (room inspections will be conducted by University staff between the fall and spring semesters).

P. FRESHMAN AND SOPHOMORE RESIDENCE REQUIREMENT: All students who have: 1.) earned less than 56 credits hours or, 2.) were admitted in the 2012-2013 or 2013-2014 term or, 3. are under 21, or 4.) are a First-Time Freshman or are in the first two years of your academic program (regardless of prior credits earned), are required to reside on campus and have a meal plan. Academic class standing including any transfer or other earned credits prior to enrollment at Florida Tech does not exempt a student from
this requirement. Students who meet the following criteria MAY be exempt from the Freshman and Sophomore Residency Requirement: 1.) Veteran of military service (two years or more), 2.) are married (proof required), 3.) are the primary care giver for dependent children, 4.) are 21 years of age or older, 4.) reside with immediate family within 50 miles of the Florida Institute of Technology campus (immediate family is defined as parents, grandparents, legal guardian, or sibling over age 21 not also enrolled at Florida Institute of Technology) or 5.) participate in a university-approved off-campus internship that requires living outside of the 50 mile perimeter area. Students who meet at least one of the above criteria must complete an application with the Office of the Dean of Students. Cancellation of the Housing and Meal Plan Contract is not permitted unless the student does not enroll or officially withdraws from the University.

Q. HOUSING DEPOSIT REFUND: To receive a refund of a housing Deposit, complete a Housing Deposit Checkout-Out Form at the Campus Services Office.

R. RETURNING STUDENT: (Junior, Senior, Graduate) Returning students are defined for purposes of Housing and Meal Plan Contracts as any student: who has completed 56 or more earned semester credits at Florida Institute of Technology or has completed the Freshman Sophomore Residency Requirement.

S. RETURNING STUDENT CANCELLATION POLICY: (Junior, Senior, Graduate) students submitting the Housing and Meal Contract may cancel ONLY within the first five (5) business days after receipt by the University. After the cancellation period expires, the contract cannot be canceled.

T. REFUND POLICY: Students who officially withdraw from the University after the beginning of each term will have their housing and meal plan charges pro-rated and applied to their student account based upon the University's Official Refund Policy. The student's housing deposit will be forfeited. Students who withdraw from the University as a result of Judicial sanction are not eligible for a refund.

SECTION 6

MEAL PLAN TERMS AND CONDITIONS

A. ELIGIBILITY: Participants in any of the Meal Plan options must be either a currently enrolled student (or intern/co-op student from another campus officially assigned to Florida Tech) at the University. All students living in University housing are required to have a meal plan. If a student fails to enroll in a plan, Meal Plan A1 will automatically be billed to the student's account.

B. TERM OF AGREEMENT: This agreement is for BOTH Fall Semester and Spring Semester or any portion remaining at time of sign-up. This agreement may not be terminated or nullified prior to the official end of the academic year.
New Students (Freshman, Transfer and Graduate) Fall Semester 2014 meal plan begins with lunch on Tuesday August 12, 2014 and ends with brunch on Sunday, December 14, 2014. Spring Semester 2015 meal plans start on Saturday, January 8, 2015 at noon and ends at noon on Sunday, May 10, 2015.


New Students (Freshman, Transfer, Graduate) who begin in Spring Semester 2015 will start their meal plan with lunch on Saturday, January 10, 2015 and ends with Brunch on Sunday, May 10, 2015.

SECTION 7
FlexCredit is available on August 1, 2014 for all students. FlexCredit will carry forward between Fall Semester and Spring Semester only. FlexCredit is part of your meal plan and provides access to services only. It has NO RESIDUAL CASH VALUE. Any FlexCredit remaining after the end of Spring Semester will be zeroed out.

C. MEAL PLAN LIMITS: Meal Plans may be utilized only by the student to whom it is registered. Meal Credits can be used by the Meal Plan owner without limit, up to the weekly number of credits in his/her plan. Cashiers are instructed to confiscate any ID card used by someone other than the assigned individual.

D. SMOKING BAN: Under the Florida Clean Indoor Air Act, smoking is not permitted in any University facility.

E. STUDENT RESPONSIBILITIES: It is each student's responsibility to safeguard his/her FLORIDA TECH ID CARD. Meal Plan access is controlled by the magnetic strip on the back of the card. Make sure that the card is not damaged and is kept in a safe and secure place. Your FLORIDA TECH ID CARD must be presented to the cashier each time it is used. If you lose your card, or it becomes damaged, report it immediately to the Campus Services Office, located on the ground floor of Evans Hall. A replacement charge of $20 will be assessed if your card is lost or stolen. Students are responsible for knowing and observing University regulations and policies as set forth in official publications. Upon signing this agreement, the student shall become liable for all required payments and charges as they come due. The University reserves the right to withhold all grades and transcripts until all monies due are paid in full.

F. RIGHT TO INSPECTION: Authorized University personnel may request to inspect your FLORIDA TECH ID CARD and check it for damage or to ascertain if it has been tampered, altered or to replace it if needed.

G. CHANGING MEAL PLANS: Students who want to change their fall meal plan must apply at the Campus Services Office by 5 p.m., Friday August 22, 2014. Students who
want to change their spring meal plan must apply at the Campus Services Office by 5 p.m., Friday December 12, 2014. Changing meal plans after the cut-off date will not be granted. Students may increase their meal plan at any time.

This concludes the Terms and Conditions for the Housing and Meal Plan 2014-15.