



573-897-5165  
Resident Manager

**Please Read Entire Agreement Before Signing**  
*Keep yellow copy for your records.*

## HOUSING AGREEMENT

Complete and return application with \$350.00 deposit to:  
Housing, State Technical College of Missouri • One Technology Drive • Linn, MO 65051

I hereby apply, subject to the terms of this application, for a room at State Technical College of Missouri for the session beginning (please mark one):

Fall and Spring (August-May)       Spring only (Jan.-May)       Summer, Fall & Spring (June-May)  
20\_\_\_\_ (year)                                      20\_\_\_\_ (year)                                      20\_\_\_\_ (year)

I agree to pay for these accommodations in accordance with the rates as established by the State Technical College of Missouri. **I agree to submit a \$350 deposit with this agreement, and I understand that the agreement is not valid unless a deposit has been submitted.** The deposit covers damages up to \$350 to the student's room, the commons, and other STATE TECH cottages. Deposit must be paid in advance regardless of the source of financial assistance.

### PLEASE PRINT

Name \_\_\_\_\_ E-mail \_\_\_\_\_  
FIRST MI LAST

Male  Female Date of Birth \_\_\_\_\_ Home Phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Home Address \_\_\_\_\_  
STREET APT. # CITY STATE ZIP

Mark here if you have any chronic ailment, handicap, disability or medical reason which would require special accommodations.

Please list special accommodations required \_\_\_\_\_

\*The above information is needed by the college in order to reasonably accommodate students covered by Section 504.

Please indicate your preference:

\_\_\_ Private Room – cost of a private room is twice the cost of a double room.

\_\_\_ Double Room (please indicate the name of any preferred roommate below)

Preferred Roommate name: \_\_\_\_\_

Choose your preference:  Prefer same sex wing of unit       Would not object to co-ed wing of unit

The college does not guarantee assignments or single room requests. Families/married couples may not apply to live together in a room in the housing unit. Room assignments are based on the order in which the agreements are received. They are not based on race, gender identity, gender expression, sex, sexual orientation, religion, color, national origin, age disability, or status as a protected veteran.

Students must present evidence of having immunization for Meningococcal disease (Meningitis) or a statement of exemption on file with the college. You must submit the Immunization Record prior to moving on campus

Meal Plans: Resident students are required to purchase the 14 meal plan. Meal plan charges for all students living on campus will be added to the student's account. For more information regarding the meal plan, please contact the Financial Services Coordinator at 573-897-5121.

***My signature below acknowledges that I understand the terms of this agreement and verify that I have read the rules and regulations governing student housing.***

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required if Student is a minor under the age of 18 years)

## TERMS OF AGREEMENT

1. **License not a lease:** This agreement is a license and not a lease. It creates no exclusive right on the part of the student to occupy any particular portion of STATE TECH property. The College may assign or reassign the student to specific student housing, at the College's sole discretion, if it deems such action necessary or desirable. As a licensee hereunder, the student may not assign any rights or obligations created by this license agreement.
2. **Eligibility:** To be eligible to occupy STATE TECH housing, the student must be enrolled at State Technical College of Missouri.
3. **Term:** The term of this agreement is for an **ENTIRE ACADEMIC YEAR** or for the remainder of an academic year if entered into subsequent to the beginning of the academic year. The academic year consists of fall and spring semesters and may include the summer session depending on the student's program of study.
4. **Room Assignments:** The College will make all efforts to honor the preferences expressed by the student for a room assignment, but reserves the right to (re) assign the student to other rooms if necessary.
5. **Room Occupancy Costs:** The student agrees to pay room and board costs as annually established by STATE TECH. For current room and board costs, please contact the Financial Services Coordinator at 573-897-5121 or visit [www.statetechmo.edu](http://www.statetechmo.edu). The College reserves the right to increase established rates without notice.
6. **Personal Property:** The student hereby agrees that any and all of the student's personal property or property of third parties in the student's custody or possession which may be on the College's premises shall be the sole responsibility of the student. The student waives any and all claims against and does hereby agree to indemnify, defend and hold harmless STATE TECH, its Board of Regents, officers, agents and employees for loss, damage or destruction of student's property for any cause whatsoever. Students are advised to procure their own insurance against such losses. All personal property must be removed from the student's room no later than the last day of occupancy and the student hereby surrenders all claims to and abandons any property remaining on the premises after such date.
7. **Deposit:** A \$350 deposit is required to accompany all applications for STATE TECH housing and will be retained by STATE TECH for so long as the student resides in STATE TECH housing. Unless the deposit is forfeited under any of the terms of this agreement, the deposit, less any assessment for damages or outstanding College charges, will be refunded to the student following termination of the housing agreement by the student and inspection of the premises and property by representatives of the College. The student agrees to be responsible for any cost of repair or defacement or damage to the room or rooms, the cottages, common areas and all College furnishings or property within the housing complex that are damaged or destroyed by the student or his/her guests. The student specifically agrees to be responsible for any damage or defacement to his/her assigned room regardless of who caused the damage or defacement. If the cleaning/damage costs exceed the \$350 deposit, the student will be responsible for the additional costs.
8. **Cancellation and Termination:**
  - a. **Cancellation/Termination prior to the agreement period:** A written request of cancellation of this agreement by the student received and approved by the Resident Manager of College Housing postmarked on or before July 1 for Fall Semester (agreements beginning with Fall Semester), November 15 for Spring Semester (agreements beginning with Spring Semester), April 15th for Summer Semester (agreements beginning with Summer Semester) will result in a refund of the deposit.  
A request received after these dates will result in forfeiture of the deposit. If the initial agreement is signed after these dates and subsequently cancelled, the deposit will be forfeited.
  - b. **Failure to occupy:** If the student fails to occupy assigned housing by 8:00 a.m. on the second day of classes of any semester, the student shall forfeit the security deposit and agrees to pay for room occupancy for the remainder of the effective academic year.
  - c. **Voluntary withdrawal from the College during the agreement period:** If the student voluntarily withdraws from the College during the term of this agreement, the student shall forfeit the security deposit and agrees to pay for room occupancy for the remainder of the effective academic year.
  - d. **Cancellation by student remaining enrolled at the College:** If the student voluntarily requests cancellation of this agreement, and remains enrolled at the College, the student shall forfeit the security deposit and agrees to pay for room occupancy for the remainder of the effective academic year.
  - e. **Termination for violation of College regulations:** The student hereby consents and agrees to obey and abide by all STATE TECH policies and regulations governing occupants of housing facilities and recognizes the right of the College to terminate this agreement for breach of any such College policies and regulations. In the event of termination of the agreement by the College as a result of the student violating College regulations, the student shall forfeit the security deposit and pay for room occupancy for the remainder of the effective academic year. The College reserves the right to make changes in any and all such policies and regulations.  
In the event of cancellation or termination of this agreement, the student hereby agrees to vacate all STATE TECH housing facilities within 48 hours of notification of such cancellation or termination.
9. **Occupancy/Vacation of Premises:** Student housing will be closed during breaks and vacation periods. The student agrees to comply with the occupancy schedule maintained by the Resident Manager of College Housing. Student housing may be occupied and must be vacated in accordance with this schedule.
10. **Room Entry:** The College reserves the right for authorized College representatives to enter any rooms without prior student approval for housekeeping purposes, repair or maintenance, health, safety, or disciplinary reasons.
11. **Missouri Agreement:** This agreement is a Missouri agreement and shall be construed and interpreted in accordance with the laws of the State of Missouri. The parties agree that any suit filed regarding this agreement may only be filed in the Circuit Court of Osage County, Missouri.