Members of the first year class live together within the same complex; females live in Miner Hall and males in DuBois Hall. Please note that specific space and roommate requests are made on a first-come, first-served basis according to the date we receive completed housing materials. Roommate requests will be considered until July 1st after which requests can still be made; but, the likelihood of granting the request is low. Both roommates/suitemates must indicate the same request in order to be considered.

As an upperclassman student, there are two Housing options available to you. Naegele Village houses 5-6 single occupancy bedrooms per apartment. South Village apartments have 3 shared bedrooms along with a full kitchen and laundry facilities.

<table>
<thead>
<tr>
<th>April–August:</th>
<th>Confirmation cards mailed to students who have returned their packet.</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1st:</td>
<td>Deadline for roommate requests.</td>
</tr>
<tr>
<td>Early August:</td>
<td>Roommate assignments and housing calendar mailed.</td>
</tr>
<tr>
<td></td>
<td>(Roommate assignments will not be released over the phone.)</td>
</tr>
</tbody>
</table>
RESIDENT MAY CANCEL THIS AGREEMENT WITHIN TEN (10) CALENDAR DAYS FOLLOWING RESIDENT’S EXECUTION OF THIS AGREEMENT.

SIGNATURE_________________INITIALS_________DATE______

SEE HOUSING CONTRACT FOR SPECIFIC DETAILS.
OFFICE USE ONLY:

- ☐ FRESHMEN/FIRST YEAR
- ☐ INTERNATIONAL
- ☐ TRANSFER
- ☐ UPPERCLASSMEN

Attention:

RESIDENT MAY CANCEL THIS AGREEMENT WITHIN TEN (10) CALENDAR DAYS FOLLOWING RESIDENT’S EXECUTION OF THIS AGREEMENT.

SEE HOUSING CONTRACT FOR SPECIFIC DETAILS.

READ, PRINT NAME, SIGN & DATE THIS FORM BEFORE SIGNING CONTRACT!

The Housing & Dining Services Contract is a contract for the ENTIRE 2013-2014 ACADEMIC YEAR!

This includes Fall & Spring Semesters.

Print Name______________________________________________________________

Signature___________________________ Date__________________

OFFICE USE ONLY:

Date Received:_______________ Colleague:_______________ Single Room Extra Charge:_______________

Room Assignment:_______________ Mailing:_______________ Per Semester:_______________
2013-2014 Housing Contract
NORTHWOOD UNIVERSITY-Office of Housing & Residence Life
4000 Whiting Drive, Midland, MI 48640  989.837.4375

Name: ____________________________

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Initial</th>
</tr>
</thead>
</table>

Home Address: ____________________________

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

Home Telephone: ____________________________  Student Number: ____________________________

This contract is undertaken and binding for the entire 9-month (traditional) or 12-month (MBA) academic year or for the remainder of the academic year. Furthermore, the resident agrees to the following terms and conditions below:

Resident’s housing assignment and meal plan election, if applicable, will be evidenced by a separate written document. Resident agrees to pay all room charges and meal plan charges, as applicable, in accordance with the payment schedule of the University in effect for the current year.

By signing, this document supersedes any other University document that may pertain or refer to University Housing.

Occupancy of Units: The University reserves the right to fill vacancies and to require residents move to another unit in order to allow for optimum utilization of space or to resolve situations regarding other students in the unit.

1. Regulations: Resident agrees to abide by all federal, state, and local laws, ordinances, and regulations. Resident further agrees to abide by all rules and regulations of the University in effect on the date of this Agreement, including but not limited to, The Student Handbook and The Resident Student Policy and Procedures manual. The University may alter the terms of this Agreement with not less than 30 days written notice to Resident, in the following situations:
   a. Changes required by federal, state or local law or rule or regulation; or
   b. Changes in rules relating to the physical health, safety, or peaceful enjoyment of residents and guests.

2. Right to Cancel: **Resident may cancel this agreement within ten (10) calendar days following Resident’s execution of this agreement (the “Cancellation Period”) by giving written notice to the Dean of Students.** For such cancellation to be effective, the notice must be received by the Dean of Students by the last day of the Revocation Period; provided, however, that if the last day of the Revocation Period falls on a weekend or a legal holiday, then the Revocation Period shall be extended to the next following business day. If Resident cancels this agreement in accordance with the terms of this paragraph, then this agreement shall be terminated and of no further force or effect.

3. Subletting: Resident may not assign or sublet any part of University Housing.

4. Early Termination: The University may terminate this agreement and take possession of any housing unit promptly (a) upon any failure of resident to timely pay any charges required under this agreement, (b) upon any failure of Resident to comply with any of the terms this agreement, or (c) when the Resident is enrolled in less than 12 credit hours at the University. Resident may request early termination of this agreement by providing a written request setting forth his or her reasons for such request to the Dean of Students. The decision whether to permit early termination of this agreement shall be in the sole discretion of the Vice President of Finance, whose decision shall be final and binding. In the event the University agrees to early termination of this agreement, the University may, in its sole discretion, require payment of a termination fee by Resident as a condition to early termination.

5. Maintenance and Use: Resident agrees to occupy the housing unit in a careful and safe manner and is responsible for his/her guests and their actions. Resident agrees to notify the University, in writing, and within 7 days of the commencement of this agreement if the resident discovers any defect or damage to the unit, its furnishings and appliances. The resident will notify the University of any damage by completing an inventory checklist, which is provided by the Office of Housing & Residence Life and returning the inventory within that same 7 day period. In the event of a room change the resident has 7 days to request and turn in a new inventory of the new unit. Resident agrees to treat all furnishings and appliances with care and to promptly report any damage or malfunction to the Office of Housing & Residence Life; failure to do so may result in a monetary charge to Resident.

6. Inspection: Resident agrees to permit the University access to the housing unit for inspection after reasonable notice has been given. The resident agrees that University officials shall have access to the premises for all lawful purposes, including but not limited to, maintenance or repairs, scheduled room inspections, and emergencies.

My signature acknowledges that I have read and understand this university Housing Agreement. I agree to abide by the terms of the agreement and further agree to abide by all of the policies and guidelines set forth by The Office of Housing & Residence Life and Northwood University. By signing this agreement I agree to make all payments for housing services provided to me under this agreement.

<table>
<thead>
<tr>
<th>Student Signature</th>
<th>Date</th>
<th>Parent Signature (if under 18)</th>
<th>Date</th>
</tr>
</thead>
</table>

Distribution:  White: Return to Housing  Yellow: Keep for your records
7. Insurance: The University is not responsible for any lost, stolen, or damaged personal possessions of any resident. Renters and/or liability insurance should be purchased if the resident so chooses and it is the sole responsibility of the resident to do so.

8. Pets: No pet of any kind are permitted in University housing facilities, with the exception of fish (see the Student Handbook or Housing Policies and Procedures Handbook for details.)

9. Soliciting: Resident students may not give solicitors or salespeople access to the unit, or participate in organized business or private enterprise for remuneration purposes from the unit.

10. Nails, Repairs and Painting: The Resident agrees not to put any nails, holes, or indentations into any University housing property, including furnishings and the physical structure. Neither painting nor repairs may be done to any unit by anyone other than a designated University official.

11. Guests: Residents may not host a guest for longer than two consecutive nights in any University housing facility. Hosting a guest for any length of time on a repetitive basis is also considered in violation of this Agreement.

12. Disturbances: Residents shall not conduct activities in the unit which unreasonably interfere with the use or enjoyment of neighboring units. Loud, noisy gatherings, or other activities or actions which are disturbing other residents are strictly prohibited.

13. Damage to Units: The Resident is liable for damage to the unit or furnishings. In the event of such damage, The University will hold each resident of the unit individually and/or jointly liable for damage charges. Damages to the general facility, without claim of responsibility, can result in charges that will be divided equally among the residents of that particular facility.

14. Storage: Resident will remove all personal property from the unit upon termination of this Agreement. Any personal belongings left in University housing facilities after the last contracted day in residence or earlier termination become the property of the University.

15. Termination for Discipline. The University reserves the right to suspend or terminate all rights of the Resident under this agreement as part of its normal disciplinary procedures.

16. Security Deposit. Resident shall deposit with University the sum of $100, which shall be held by University as a security deposit for the faithful performance by resident of all obligations hereunder. This security deposit shall be returned to resident upon termination of this agreement and surrender by resident of the unit, subject, but not limited to the following conditions:
   i. There shall be no damage to the unit beyond ordinary wear and tear;
   ii. All charges due and payable under the terms of this agreement shall be paid;
   iii. Resident shall have left a forwarding address with the University.

   a. The security deposit, less any deduction, with an itemized list of damages, shall be returned to Resident within 30 days of any termination of this Agreement.

   b. NOTICE: MICHIGAN LAW ESTABLISHES RIGHTS AND OBLIGATIONS FOR PARTIES TO RENTAL AGREEMENTS. THIS AGREEMENT IS REQUIRED TO COMPLY WITH THE TRUTH-IN-RENTING ACT. IF YOU HAVE A QUESTION ABOUT THE INTERPRETATION OR LEGALITY OF A PROVISION OF THIS AGREEMENT, YOU MAY WANT TO SEEK ASSISTANCE FROM A LAWYER OR OTHER QUALIFIED PERSON.

17. Complete Agreement. This agreement is the complete agreement of the parties, and replaces all prior discussions or communications. This agreement can be amended or supplemented only by a written document signed by an authorized representative of the University and by the Resident.

Northwood University is committed to a policy of nondiscrimination and equal opportunity for all persons regardless of race, gender, color, religion, creed, national origin or ancestry, age, marital status, disability or veteran status. The University is also committed to compliance with all applicable laws regarding nondiscrimination.
Name: __________________________________________ Student Number: __________________________

Last    First    Initial

Permanent Address: __________________________________________________________________________

Address       City       State       Zip

Home Telephone:____________________________         Cell/Alternate Telephone:_______________________

☐Male  ☐Female    Date of Birth_____/_____/_____   Email Address:_______________________________

RESIDENCE FACILITIES PREFERENCES

FRESHMEN & FIRST YEAR STUDENTS:

☐ Miner Hall (Female)

☐ DuBois Hall (Male)

Special Interest Housing Choices within Miner & DuBois:

☐ Honors

☐ Emerging Leader

UPPERCLASSMEN STUDENTS:

☐ Naegle Village (single bedroom)

• Only available upon vacancy. If vacancy does not exist students will be placed in a South Village shared bedroom and put on a waiting list. Waiting list does not guarantee a single bedroom will be available any time during the contract.

• Single bedrooms include an extra cost.

☐ South Village (shared bedroom)

ROOMMATE REQUEST
(Not Guaranteed)          Name: ____________________________________________

SUITENMATE REQUEST
(Not Guaranteed)          Name: ____________________________________________

Name: ____________________________

Roommate/Suitemate Requests: Only considered until July 1st, after which requests can still be made, but likelihood of request is low. Both roommates/suitemates must indicate the same request on contracts to be considered.

EMERGENCY CONTACT INFORMATION

Name: ____________________________________________

Address: ____________________________________________

Telephone:(     )______________ Alternate Number:(     )______________

Relationship to you: ____________________________________________

Signature of Resident: ____________________________ Date: ____________________________

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Distribution:     White: Return to Housing     Yellow: Keep for your records
Name: ___________________________________ Student Number: _____________________________

Last  First  Initial

☐ Male  ☐ Female  Date of Birth ____/____/____  ☐ Freshmen/First Year  ☐ Upperclassmen

Intended Major: ___________________________________  Intended Minor: ________________________

If you are a Transfer Student, Where did you transfer from: ____________________________________

FUTURE PARTICIPATION

☐ Honors Curriculum (for more information: http://www.northwood.edu/mi/academics/honorsprogram/)
☐ Emerging Leader (for more information contact: Student Services at 989.837.4375)
☐ Northwood University Athletics  Sport: __________________________

LIFESTYLE

(PLEASE INDICATE WHAT BEST DESCRIBES YOUR PERSONAL LIFESTYLE)

SMOKING:  ☐ Yes  ☐ No  ☐ No Preference

STUDY PREFERENCE:  ☐ Quiet  ☐ Active  ☐ No Preference

CLEANLINESS:  ☐ Very  ☐ Moderate  ☐ No Preference

BEHAVIOR:  ☐ Morning  ☐ Late Night  ☐ No Preference

DEMEANOR:  ☐ Social  ☐ Studious  ☐ No Preference

INTERESTS

(PLEASE INDICATE YOUR TOP THREE CHOICES)

____ Art  ____ Cars  ____ Computer/Video Games  ____ Cooking

____ Hunting  ____ Movies  ____ Music  ____ Reading

____ Religion  ____ Sports  ____ Television  ____ Traveling

PREVIOUS INVOLVEMENT

(PLEASE INDICATE YOUR TOP THREE HIGH SCHOOL ACTIVITIES/ORGANIZATIONS)

____ Athletics  ____ Band  ____ Cheerleading  ____ Choir

____ Community Service (NHS)  ____ Dance  ____ Drama  ____ Debate

____ Journalism/Yearbook  ____ Quiz Bowl/Academics  ____ Religion  ____ SADD

____ School Government  ____ Study Abroad  ____ Other: __________________________

Other consideration (s) for Room Preferences: ____________________________________________

__________________________________________________________________________________

Information presented above may be shared within offices of the Student Services Department to provide you with other information regarding activities and/or involvement opportunities.

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