The resident agrees to vacate the assigned room within 24 hours upon notice and meal privileges will be terminated immediately. Failure to accept an assigned roommate may result in additional charges.

Eligibility

a. To be eligible for occupancy in UW residence halls, you must be admitted and enrolled at the University of Wyoming and carrying an academic load of six credit hours or more. Seniors in their last semester prior to graduation and graduate students may be enrolled in fewer than six credit hours. (Exceptions can be requested with the executive director of Residence Life & Dining Services or his/her designated Residence Life & Dining Services administrator.)

b. Residence Life & Dining Services reserves the right to use a student’s disciplinary status as a factor in eligibility for on-campus housing.

Contract Transfer or Reassignment

A Residence Life & Dining Services Contract may not be transferred or reassigned. Meal access may be used only by the individual to whom the contract is issued. A room may be occupied only by the student(s) to whom the contract is issued.

Contract Period

a. This 2014-2015 academic year contract is between the student and the University of Wyoming, effective from August 29, 2014 to December 20, 2014, and January 23, 2015 to May 16, 2015 (or on the date of the student’s last final). Changes to these contract dates must be approved in writing by the executive director of Residence Life & Dining Services.

b. This contract is binding for the entire academic year or that portion of the academic year remaining at the time of occupancy. Failure to occupy the assigned residence hall room does not release a student from his/her contractual agreement.

c. The resident agrees to vacate the assigned room within 24 hours of his/her last final for each semester, but no later than the designated hall closing date and time.

The resident agrees to vacate the assigned room within 24 hours (1) upon loss of status as an enrolled student during this contract; (2) resident halls to register for course work; or (3) resident is given notice of eviction.

Facilities & Space Assignment

This contract applies to all residence halls (Orr, Downey, Crane, Hill, McIntyre, and White Halls), the Honors House, 1615 Fraternity Row and the Washakie Dining Center.

a. Room charges include water, electricity, basic cable television service, computer lab access, social fee, access to residence hall rooms, which enables you to connect to the UW computer network.

b. Room assignments will be made on a date-priority basis according to the date the contract and deposit is received in the Residence Life & Dining Services office. Failure to honor a preference does not negate the terms of this agreement.

c. Residence Life & Dining Services reserves the right to change space designations of facilities and dining plan requirements of areas/buildings as necessary.

d. Residence Life & Dining Services reserves the right to assign students to short-term or temporary housing.

c. Residence Life & Dining Services reserves the right to consolidate vacancies by requiring residents to move from single occupancy to double occupancy. When Residence Life & Dining Services determines that space is available, the resident may be given the option for single occupancy charges rather than consolidation. Failure to accept an assigned roommate may result in additional charges.

c. Residence Life & Dining Services reserves the right to change room assignments for health, safety or repair reasons; for disciplinary reasons; for the unresolved incompatibility of roommates; or other administrative reasons.

c. Residence Life & Dining Services reserves the right to enter rooms for safety, health, and maintenance purposes or where there is reasonable cause to believe a violation of university rules and regulations has occurred or is taking place.

b. Residence Life & Dining Services reserves the right to terminate all or portions of the contract if facilities are deemed unsuitable.

Dining Plan Participation

Dining plan changes include access to the Washakie Dining Center and Dining Dollars ($50 Dining Dollars for the 12-, 15-, and unlimited-accesses/week dining plans, and Dining Dollars upgrades to any plan).

a. All residents are required to participate in a dining plan.

b. Students who do not select a dining plan on their contract will automatically be assigned the Unlimited assigned dining plan.

c. Students may change their dining plan once per semester by September 26, 2014 in the fall semester or by February 20, 2015 in the spring semester. To change your plan, you will need to fill out a meal-plan change form at the Residence Life & Dining Services office located in the lower level of the Washakie Center during the business hours of 8 a.m. to 5 p.m., Monday through Friday.

d. Students with special dietary needs must contact the Dining Services dietitian.

e. WyoOne Card identification is required for entrance into the Washakie Dining Center at all times.

Residence Life & Dining Services reserves the right to enter rooms for reasonable cause to believe a violation of university rules and regulations has occurred or is taking place.

CONTRACT RATES AND PAYMENT

Room and Dining Plan Rates

Room and dining plan rates for 2014-2015 will be approved by the Board of Trustees in early spring. After approval by the Board of Trustees, the rates will be available in the Residence Life & Dining Services office and posted on the Residence Life & Dining Services website.

Deposit

a. Incoming freshmen and transfer students enrolling in their first full-time semester at UW must pay the UW enrollment deposit, which includes the $100 housing deposit, before completing their Residence Life & Dining Services Contract. Students returning to UW must pay the $100 housing deposit when they complete the Residence Life & Dining Services Contract. Please note that scholarships, grants, and financial aid cannot be applied to deposits.

b. Deposits will be held by the University for the entire period of residence. Upon fulfilling the contract, the full deposit amount will be credited to your account. The deposit will be applied toward the payment of any university obligations.

Charges

You agree to pay the room and dining plan rates for the options you select on your contract and/or to which you are assigned.

Payment Options

Payments can be made according to the terms and conditions of the UW Institutional Payment Plan. Contact Accounts Receivable regarding this plan, (307) 766-6232. Any financial aid received will be applied to the balance due.

Payment Procedures

You promise to pay the University charges for room and dining in the manner indicated on the Residence Life & Dining Services Contract.

a. Room and dining plan payments are due according to the terms and conditions of the UW Institutional Payment Plan.

b. Room and dining plan payments should be made to the Office of the Cashier and in accordance with the terms and conditions of the UW Institutional Payment Plan.

c. If room and dining plan charges are not paid according to the contracted payment schedule, you may be required to vacate your room upon notice and meal privileges will be terminated immediately. Arrangements must be made with the Accounts Receivable office for payment of all obligations upon receipt of notice.

d. You may not be permitted to re-enroll or receive a transcript if any university charge is unpaid.
Eviction for Nonpayment
If you are evicted from Residence Life & Dining Services for non-payment but remain enrolled at the University of Wyoming, you are responsible for paying all remaining room and dining plan charges for the contract period and for properly checking out of your residence hall. Eviction may take place immediately upon notice. The entire deposit is forfeited.

Room and Dining Plan Refund Policy for Withdrawal from the University: General Students
a. If you are not receiving Federal Financial Aid, you will receive a refund that is prorated on a nightly rate from the date of official checkout.
b. Refunds will be in writing and are based on the receipt of your written contract release request in the Residence Life & Dining Services office and per the refund policy.

Dining Plan Refunds


Dining plan refunds are prorated on a weekly basis (Sunday-Saturday) from the date of official checkout. Room refunds are prorated on a nightly rate from the date of official checkout. Operation of residence halls and any unoccupied rooms are subject to the UW disposal procedures.

Failure to Occupy Assigned Room
Residents who are not signed up for classes at the University of Wyoming, and who do not check into their room by midnight of the first day of classes, will be declared a "no-show." Their room assignment will be forfeited, they will be subject to a $200 fee unless RLDS has been notified in advance or if the Resident was unable to check-in due to extenuating circumstance as determined by RLDS.

Contract Release
After July 31, 2014 at 4:30, contract holders must be officially released in writing, from the UW Residence Life & Dining Services Contract to discontinue room and dining plan charges. Procedures for release are available at the Residence Life & Dining Services office. Requests for release must be completed and submitted to the Executive Director of Residence Life & Dining Services for review and response. Failure to use the room and/or dining plan does not release you from this contract and its financial obligations. The entire deposit will be forfeited upon contract release. Residents are protected on a nightly rate from the date of official checkout.

Greek Waiver
The Greek waiver is defined as the suspension of a resident's obligation to their Residence Life & Dining Services contract and is allowed upon petition. A successful petition is confirmed by the signature of the Dean of Students Office, Greek Adviser, the University of Wyoming Student Code of Conduct, and local, state and federal laws. Failure to use the room and/or dining plan does not release you from this contract and its financial obligations. The entire deposit will be forfeited.

Contradictions

Withdrawal from the University
If you withdraw or are suspended from the University, you must initiate the process with the Dean of Students Office, the Residence Life & Dining Services Office, and officially check out of your residence hall within 24 hours of the date of official checkout. The end of the week the contract is terminated. The unused portion of the room and meal charges will be credited to your account and will be based on the date you officially checked out of your residence hall. The entire deposit is forfeited.

Graduation, Internships, Exchanges Programs, Student Teaching
Students released from the contract due to graduation, exchange programs, student teaching and/or internships outside of Laramie, Wyoming will have their contract terminated upon receipt of proper documentation. The entire deposit will be refunded. Note: Students participating in the College of Education Phase IIIA practicum may contact the office of Residence Life & Dining Services to submit a request for eligibility for special accommodations.

BEHAVIORAL EXPECTATIONS
You agree to abide by the Responsibilities and Rights for Residence Halls and Dining Services as outlined in the UW Residence Life & Dining Services Contract, and Responsibilities and Rights for Residence Halls and Dining Services; the University of Wyoming Student Code of Conduct pamphlet; and local, state and federal laws. Failure to do so may result in your removal from the residence halls. The entire deposit will be forfeited.

Responsibilities & Rights information is available at the Residence Life & Dining Services office and will be mailed with your room assignment.

PROPERTY AND DAMAGES
Abandoned Property
Property left behind by residents following agreement termination is considered abandoned. The resident student shall be responsible for all costs incurred by moving or removing property from premises. Abandoned items will be subject to the UW disposal procedures.

Damages
You agree to pay for damages to the building, including fire damage, any damaged or missing furniture, any lost property, changes to locks or keys, or any service costs due to your actions or neglect. You may be held financially responsible for repair of all damages incurred by either you or your guests to University or personal property of others.

Governmental and Sovereign Immunity
The University does not waive its governmental or sovereign immunity by entering into this contract and it retains all the properties and defenses provided by law with regard to any action based on this contract. Any actions or claims against the University under this Agreement must be in accordance with and are controlled by the Wyoming Governmental Claims Act, W.S. 1-39-101 et seq. (1977) as amended.

In addition, the Department of Residence Life & Dining Services personnel reserve the right to deny living arrangements to you if your presence may be detrimental or disruptive to the hall or floor environment. University Residence Life & Dining Services personnel reserve the right to deny access to the Dining Service facilities when students and/or their guests are disruptive in that environment.

Contract Modifications
Modifications and/or exceptions to the Residence Life & Dining Services Contract are not permitted without advance written approval from the Executive Director of Residence Life & Dining Services, or a designated University administrator. All approvals must be submitted in writing and will be responded to in writing. You must keep a written copy of any approved exceptions. The University reserves the right to modify the provision of services in whatever manner it determines appropriate.

The University shall fully adhere to all applicable local, state and federal law, including equal employment opportunity. The University's policy has been, and will continue to be, one of non-discrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.

The University of Wyoming, in compliance with Federal regulations, has compiled a report on public safety that lists safety procedures, education programs, reporting procedures, and crime statistics for the previous three years. To obtain a copy, please call (307) 766-3388, or write to: University of Wyoming Police Department, Dept. 3124, 1000 E. University Avenue, Laramie, WY 82071 or http://www.uwy.edu/UPD/