



Fall 2023-Spring 2024  
Residence Hall Agreement  
Office of University Housing

Please read both  
sides before signing.

I agree to pay for these accommodations in accordance with the rates as established by the UCM Board of Governors. If I do not have a security deposit on file, I agree to submit a **\$100 housing administration fee** (\$75 refundable) with this agreement. I understand that Missouri state law requires students who reside on campus to have an up-to-date meningitis vaccination or waiver on file with the Health Center. I understand that residents must abide by housing policies as found online in the UCM Guide to Good Decision Making. I understand that freshmen and sophomore students who are under 21 years of age and have not satisfied the on campus living requirement will be required to choose from specific meal plans.

I hereby apply, subject to the terms of this application and agreement, for a residence hall room at the University of Central Missouri (UCM) for the session beginning: (please mark one) ☐ Fall 2023 and Spring 2024 ☐ Spring 2024 Student Initials \_\_\_\_\_

Please Print

Name \_\_\_\_\_ UCM Student ID (700 #) \_\_\_\_\_  
Last First Middle  
Home Address \_\_\_\_\_ Home Phone \_\_\_\_\_  
Street City State Zip  
Sex: ☐ Male ☐ Female Date of Birth \_\_\_\_\_ UCM Accepted Credit Hours \_\_\_\_\_

I qualify/apply for (mark one): ☐ First Year Floors ☐ Greek Housing ☐ Upperclass floors (21 or older or 30 or more accepted credit hours)

Did you live in on campus at UCM during the 2022-2023 academic year? ☐ Yes ☐ No

Did you attend another university during the 2022-2023 academic year? ☐ Yes ☐ No

Roommate Preference/Matching Questions:

Do you prefer background noise when studying? ☐ Yes ☐ No Will you request guests to stay overnight often? ☐ Yes ☐ No  
Do you prefer a neat/tidy room? ☐ Yes ☐ No I would make a good roommate to someone who is LGBTQ+ ☐ Yes ☐ No  
Do you regularly stay up past midnight? ☐ Yes ☐ No I would make a good roommate to an international student. ☐ Yes ☐ No

**Accommodations :** ☐ Yes ☐ No Do you require a wheelchair accessible room/accessible bathroom? Students who need housing accommodations for any other disability-related reason should email the Office of Accessibility Services at [access@ucmo.edu](mailto:access@ucmo.edu) or visit [ucmo.edu/access](http://ucmo.edu/access)

**Roommate/Suitemate Request:** Students with roommate/suitemate preferences should submit their request no later than **JUNE 1**. Requests are made via the Housing Assignment Gateway under the housing section of MyCentral. The preferences must be a mutual request to be considered. Effort will be made to honor the request although there is no guarantee of a match. See [ucmo.edu/housingfaq](http://ucmo.edu/housingfaq) for more details on this process.

**Hall Preferences:** Please rank up to 10 building/learning community\* preferences in the boxes below (1-10 ranks include double or single preferences) You do not need to use all 10. Students preferencing a double room and a single room in the same hall have used 2 of their 10 preferences. There is an increase in the cost of single room compared to a double. Current year rates can be found at [ucmo.edu/housingrates](http://ucmo.edu/housingrates).

\* Learn more about Learning Communities by visiting [ucmo.edu/learningcommunities](http://ucmo.edu/learningcommunities). Students interested in the gender inclusive housing (SAIL) must submit an additional application for that community located at [ucmo.edu/housingsignup](http://ucmo.edu/housingsignup). **LC = Learning Community**

Building	Double	Single	Building	Double	Single	Building	Double	Single
Art & Design LC (East Ellis)*			Music LC (East Ellis)*			Houts		
Aviation LC (South Ellis)*			Nursing LC (Houts)*			Hosey		
Biology & Related Fields LC (South Yeater)*			Theater & Dance LC (Nickerson)*			Nickerson		
Criminal Justice LC (South Ellis)*			Safe and Inclusive Living (Hosey)*			North Ellis		
Computer Science & Software Engineering LC (South Yeater)*			East Ellis			Panhellenic		
Cybersecurity & Information Technology LC (South Yeater)*			Fitzgerald			South Ellis		
Education LC (Houts)*			Fraternity (Fitzgerald)			South Yeater		

My signature below acknowledges that I understand the terms of this agreement and verify that I have read the terms as outlined on the back side of this agreement. Parent/guardian signature required if student is a minor under the age of 17 years.

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

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Send application and \$100 housing administration fee to: Office of University Housing, UCM, Ellis Complex L23, Warrensburg, MO 64093.  
Please request a copy or take a photo for your records.

Office Use: Date Deposit Paid: \_\_\_\_\_ Check #/Cash: \_\_\_\_\_ Staff Approval: \_\_\_\_\_ Hall/Room: \_\_\_\_\_

## 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 UCM property. The University may assign and reassign the student to specific student housing whenever, in the University's sole discretion, 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 UCM residence halls, the student must be enrolled at the University of Central Missouri. Furthermore, the student hereby acknowledges receipt of and consents and agrees to obey and abide by all UCM policies and regulations governing occupants of housing facilities and recognizes the right of the University to terminate this agreement for breach of any such University policies and regulations as may be amended by UCM in its sole discretion.
- 3) **Term:** The term of this agreement is for both Fall and Spring semesters or for the remainder of an academic year if entered into subsequent to the beginning of the Fall semester. The academic year consists of fall and spring semesters and does not include the summer sessions.
  - a) Student housing may be occupied and must be vacated in accordance with the schedule issued by the Office of University Housing. The student agrees to comply with the afore said schedule. Most student housing will be closed during breaks and vacation periods as reflected in the schedule.
  - b) Failure to occupy assigned housing by 8 a.m. on the second day of classes of either semester will constitute cancellation of this agreement during that year and the student hereby agrees to be bound by and to comply with the cancellation provisions set forth in paragraph eight hereof.
- 4) **Assignments:** The University will attempt to honor the preferences expressed by the student for a room assignment and reserves the right to reassign the student to other rooms or halls when necessary.
- 5) **Housing Fees:** The student agrees to pay housing and board fees (first-year and second-year/sophomore students are required to have a first year/sophomore meal plan) as established by the UCM Board of Governors. Rates are established at the level the Board of Governors, in its sole discretion, believes is required to meet current and long range expenses. Should the income from student occupancy be less than that required to meet such expenses, the University reserves the right to increase the established rate for the year by up to, but no more than 15% effective the spring semester.
  - a) Nonpayment of Housing Fees is grounds for immediate termination of this agreement.
- 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 present upon the University's premises shall be the sole responsibility of the student. The student does hereby waive any and all claims against and does hereby agree to indemnify, defend and hold harmless UCM, the Board of Governors of UCM, UCM's officers, agents and employees for loss, damage or destruction of any cause whatsoever. **Students are advised to procure their own insurance against such eventualities.**
  - a) **Abandoned Property:** 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. The University will make a reasonable attempt to contact the student to schedule a time for the student to pick up any abandoned property. If the student has not contacted the University within the time period specified in the letter, the University will dispose of the abandoned property. The University assumes no responsibility for items that are abandoned.
- 7) **Housing Administration Fee:** A \$100 security deposit (\$75 refundable) is required to accompany all applications for UCM residence halls and will be retained by UCM for so long as the student resides in any UCM residence hall. Unless the deposit is forfeited under any of the terms of this agreement, the \$75 refundable portion, less any assessment for damages, or outstanding University charges, will be refunded to the student following termination of the residence hall agreement by the student and inspection of the premises and property by representatives of the University. The student agrees to be responsible for any cost of defacement or damage to the room or rooms, common areas and all University furnishings or property that are damaged or destroyed during the term hereof.
- 8) **Cancellation and Termination: (please read entire section)**
  - a) **Prior to the agreement period:** A written request for cancellation of this agreement by the student that is received and approved by the Office of University Housing postmarked on or before June 1, 2023 for Fall Semester will result in a refund of the housing administration fee. A student signing an agreement beginning with the 2024 Spring Semester will have until November 15, 2023, to request the cancellation and refund of the housing administration fee. **A request received after these dates will result in the forfeiture of the housing administration fee by the student. Should the agreement be signed after June 1, 2023 (for fall) or November 15, 2023 (for spring 2024), and you decide to cancel, you will forfeit your housing administration fee.**
  - b) **Graduate, non-enrollment, student teaching, internship, marriage:** The student may request cancellation of this agreement for spring without forfeiture of the housing administration fee for reasons of non-enrollment, student teaching, internship (six credit hours or more), graduation, or marriage, by filing a written request with the Office of University Housing by November 15, 2023. Students who are academically suspended/dismissed from the University will not be eligible to receive their housing administration fee.
  - c) **Termination of this agreement occurs automatically when a student's enrollment terminates.** In the event that a student's required enrollment terminates, the student must vacate University housing pursuant to Section 9 of this agreement.
  - d) **Buy-Out Clause**
    - i) **Withdrawal from the University:** If the student withdraws from the University during the term of this agreement, the student will forfeit the housing administration fee and agrees to pay for (1) room occupancy to the date of checkout, plus fifty percent (50%) of the room rate for the remainder of the semester in which checkout occurs. Should the student voluntarily withdraw from the University prior to 5 p.m. the first class day after the Labor Day holiday, the student will forfeit the housing administration fee and will only be responsible for meals served (if on a meal plan) and room occupancy to the date of checkout.
    - ii) **Cancellation by student remaining enrolled at the University and termination by UCM:** If the student voluntarily requests cancellation of this agreement or is removed for disciplinary reasons and remains enrolled at the University, the student shall forfeit the security deposit and further agrees to pay for room occupancy **throughout** the remainder of the spring semester.
9. **Vacating of Premises:** In the event of cancellation or termination of this agreement, the student hereby agrees to vacate all UCM housing facilities within 48 hours of notification of such cancellation or termination. The student further agrees to vacate all UCM housing facilities prior to the date and time of closing of such facilities as stated in the schedule issued by the Office of University Housing. This includes vacation/break periods. If student is declared a No-Show (as stated in 3-b), the deposit will be forfeited with no other penalty as long as the student is not enrolled at UCM.
10. **Pets:** There are no pets permitted in University Housing. Only Service Animals OR Emotional Support Animals approved by Office of Accessibility Services.
11. **Room Entry:** The University reserves the right for authorized University representatives to enter all rooms for housekeeping purposes, repair or maintenance, health, safety, or disciplinary reasons.
12. **Limitation of Liability:** Consideration being provided in permitting student to enter into this Residence Hall Agreement, student hereby agrees to hold harmless and release, waive, discharge and covenant not to sue UCM for any and all claims for liability on account of death or injury to person or property of student of any kind or nature whatsoever arising out of or in any way connected with student's use of the room and/or building; specifically including those arising out of UCM's own negligence or misconduct.
13. **Missouri Agreement:** This agreement shall be construed and interpreted in accordance with the laws of the State of Missouri and venue and jurisdiction for all actions shall be in Warrensburg, Johnson County, Missouri.

Equal Education and Employment Opportunity/ADA Compliant

### IMPORTANT NOTES:

\* Students submitting an agreement for both the fall and spring semesters are bound to the terms of agreement for both semesters.

Students who submit an agreement for the spring semester only are bound to the terms for the spring semester only.

\* Insurance is the responsibility of the student to cover (#6 above).

\* Those wishing and who are eligible to move off campus after the fall Semester must buy out their agreement for the spring semester.

\* Freshmen and sophomore students who are under 21 years of age and have not satisfied the on campus living requirement will be required to choose from specific meal plans