

This is a binding one year contract

1. Residence privileges are available only to full-time, matriculated, registered Old Westbury students. However, this application is NOT a guarantee that a room will be assigned. SUNY Old Westbury does not guarantee a space to all applicants. Students who are assigned a space must be registered full-time (12 credit hours), maintain good academic standing (2.0 GPA), have clearance from the Bursar and have submitted proof of MMR immunization in order to be permitted entry into the residence halls.
2. Prior to admission into the residence halls, all students must have documented proof of immunization for Measles, Mumps and Rubella (MMR), as required by New York State Law.
3. A \$50.00 housing deposit must be paid with the application (all payments should be made payable to SUNY Old Westbury by check or money order). This advance housing deposit will be deducted from the semester's charges. Room and board charges must be paid in full, or financial aid packages must reflect the full amount, by the tuition due dates for each semester.
4. In addition to the advance housing deposit, a damage deposit of \$110.00 is added each academic year to the student's bill. It will be held as long as student occupies a room. This deposit is used to defray the cost for common area damages (divided evenly among the residents of that suite, floor, and hall) and room damages (divided among the roommates) where the person who caused the damage cannot be determined. The remainder of the deposit will be refunded at the end of the academic year. Hall damage refunds takes approximately 6-8 weeks to process.
5. All residents must purchase a meal plan for fall and spring semesters. No exceptions are made.
6. Unless otherwise provided by the Director of Residential life or his designee, a resident shall have no right to enter, use or occupy the residence hall during any period when the College is not in session for formal academic purposes. **The Residence Halls will be completely closed during the Winter Intersession and Summer Sessions except for those authorized to stay. Residents may, however, leave their personal property in their assigned room during the Winter Intersession at their own risk.** The resident's and/or the parent's or guardian's acceptance of this License Agreement shall be construed as acceptance of any and all such risk. For the purpose of this License Agreement, "personal property" shall include any property, excluding College owned furnishings, in the possession of the resident, located in the confines of his assigned living quarters.
7. One application is needed for each academic year. This application covers the fall and spring semesters, excluding the intersession break and summer sessions. A separate charge will be assessed for both the intersession break and summer sessions for those who apply and are permitted to stay by the housing staff.
8. All students must abide by the procedures and expectations in the *Code of Student Conduct* and the *Guide to Campus Living Guidelines*. Copies of these documents will be provided at room check-in. Old Westbury reserves the right to remove residents from Residence Halls for violating these procedures and expectations; such a removal will constitute breach of contract by the resident and **NO REFUND WILL BE GRANTED ON ROOM CHARGES** and the meal plan will be prorated.
9. All spaces come with a bed, mattress, desk, desk hutch, chair, dresser, and closet, floor lamp, outlet for data port, telephone and Satellite cable services. Old Westbury does not provide study lamps, linen, towels, curtains, trash cans for furnishing other than noted above.
10. Most rooms will be shared with at least one assigned roommate. The housing staff will make every effort to determine assignments based to the preferences stated on the application, but there is no guarantee that this will always be achieved. The housing staff will not grant preferences based on national origin, race, creed, religion, sexual orientation or physical disabilities.
11. SUNY Old Westbury reserves the right to enter rooms without warning in the event of medical, psychological, fire or other physically threatening emergencies (such as fire arms), as well as for maintenance purposes. SUNY Old Westbury reserves the right to enter all other times within 24 hour posted or written advance notice.
12. All cancellations of rooms must be sent in writing to the Office of Residential Life or e-mail to housing@oldwestbury.edu.
13. Students who withdraw from the residence halls after official check-in /beginning of class may receive a percentage of their room charges as a refund according to withdrawal schedule below. Students suspended/dismissed from the residence halls under item eight (8) of this agreement will receive no refund for room charges.

I have carefully read and thus agree to abide by the Terms and Conditions as stated above. **I understand that this Agreement is binding for both the Fall and Spring Semesters.**

Name: _____ PLEASE PRINT _____ OW ID #: 7 0 0 _____
OW ID Number.

Signature: _____ Date: _____

Signature of Parent or Guardian (if student is under 18): _____

For additional information, call, write or e-mail:

Office of Residential Life, P. O. Box 210, Old Westbury, NY, 11568-0210, Tel. (516) 876-3210 or housing@oldwestbury.edu

APPLICATION FOR ON CAMPUS HOUSING



Office of Residential Life

Campus Center, Room H-316

Telephone: (516) 876-3210



Calvin O. Butts, III, President

RESIDENCE HALL QUESTIONNAIRE

Application for On-Campus Housing

Campus Housing Application

Please be advised that the information we are requesting is to identify your preferences in an attempt to provide you with a positive residential experience. We cannot guarantee your preferences, and all housing requests are subject to availability. Please complete this application carefully and return it to the Office of Residential Life by May 1st for fall semester or November 1st for spring semesters. Please keep a copy of this application for your records. Please send the advance housing deposit (\$50.00 made payable to SUNY College at Old Westbury), to the Bursar, SUNY College at Old Westbury, P.O. Box 210, Old Westbury, NY 11568-0210.

Note: Housing applications received after May 1st (fall) or November 1st (spring) will be considered on a space available basis only.

_____		700# _____
Last Name	First Name	OW ID Number.

Date of Birth ____/____/____	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male	
Mo. Day Year		

Permanent Address: _____

Street City State Zip

Home Phone Number: (____) _____ **Cell Phone Number:** (____) _____

E-mail: _____

Please note: All communication will be sent thru the Old Westbury E- mail

Emergency Contact Information

_____	Relationship _____
Name	
_____	Alternate Contact Number _____
Primary Contact Number	

Missing Person Policy Please check if same as above

Housing needed for Fall & Spring Spring Only Year-round housing* (Winter and/BR Summer Session)

Admission Status: First time to college Transfer Grad

MEAL PLAN OPTIONS* (All Residential Students Must Have a Meal Plan)

Meal Plan	Cost	Description of Meal Plan
<input type="checkbox"/> Plan A	\$1,550.00	Any 10 of the 19 meals offered throughout the week and \$400 declining balance.
<input type="checkbox"/> Plan B	\$1,550.00	Any 14 of the 19 meals offered throughout the week and \$350 declining balance.
<input type="checkbox"/> Plan C	\$1,550.00	All of the 19 meals offered and \$300 declining balance.

*These meal plans and costs are subject to change.

Smoking and Alcohol Policy: Smoking and possession and/or consumption of alcohol are prohibited in all residence halls, regardless of age.

Wheelchair Accessibility: Yes No Please specify any special circumstances: _____

ROOMMATE INFORMATION

Both students must request each other and finalization is dependant on space

Roommate Preference: _____ **OW ID Number.** _____

SUNY Old Westbury may distribute to my future roommate(s) the following information:

- Home Telephone Number Cell Phone Number
 Home Address E-Mail Address

The \$50.00 advance housing deposit is not refundable after July 1 for Fall semester applications and January 4 for Spring semester applications. If cancellation occurs after these dates, the deposit will be forfeited.

**Available to international and out-of-state students only. Approval required and additional fees will apply.*

The State University of New York does not discriminate on the basis of race, sex, religion, national origin, age, disability, or marital status in admissions, employment, and treatment of employees.

RESIDENCE HALL QUESTIONNAIRE

Residence Hall Lifestyle/Preference Survey

Please complete the whole survey. Rank order your top 3 preferences. One as your top priority.

A. I am in the age range of: (*check one*):
 ____ 17-19 ____ 20-22 ____ 23-25 ____ 26+

B. My academic level for the upcoming school year will be: (*please check one*):
 ____ Freshman ____ Sophomore ____ Junior ____ Senior

C. I am a smoker (*check one*).
 ____ Yes ____ No

D. I am comfortable having a roommate who smokes (*check one*):
 ____ Yes ____ No

E. I would best describe myself as (*circle one*):
 A. Neat B. Somewhat Neat C. Not So Neat D. Not Neat At All

F. I expect to do most of my studying in the room (*circle one*):
 ____ 1. In the Morning ____ 2. During the Day ____ 3. During Early Evening ____ 4. Late at Night

G. I can study/ sleep with media playing (TV, Music, Video Games, etc.) (*check one*)
 ____ Yes ____ No

H. I most often wake up (*check one*):
 A. Early Morning B. Late Morning C. Early Afternoon D. Late Afternoon

I. Have you ever been documented at another institution for incidents involving any of the following:
 a. (Check all that apply): ____ Alcohol ____ Dugs ____ Assault

b. Have you ever been asked to leave/ been dismissed/ not permitted to return to campus residential housing?
 ____ No ____ Yes If yes, please provide the reason below including name of institution:

The housing staff will make every effort to determine assignments based to the preferences stated on the application, but there is no guarantee.

For Office Use Only

Housing Assessment

_____ Date

_____ Registered for full time

_____ \$50.00

_____ Assignment

_____ Meal Plan