

2023-2024 Housing & Dining Contract

Residency Requirement

All full-time undergraduate students at Wilkes University in their first and second year, based on your admit term, who do not commute from the legal, full-time (permanent) residence of their parent or legal guardian, must reside on campus. Students may commute from the home of their parent or legal guardian when that home is within 50 miles of Wilkes University. Students in their third year or higher based on their admit term, international students, and transfer students may reside off campus.

Period of Contract

By signing this contract, you agree to live on campus and participate in a dining plan for the full academic year (August 2023- May 2024). Contracts started for the spring 2024 semester will be in effect through the end of that academic year. Students agree to this contract for the entire academic year, unless they formally withdraw from the University, registration is terminated, or the contract is cancelled by the University.

Occupancy

Occupancy period shall start on August 28, 2023 prior to the start of fall semester classes and end on May 11, 2024 after spring semester finals have concluded for underclass students and May 19, 2024 for graduating seniors. Students will have access to their assigned residential living space during regular academic sessions from their designated move-in date in August to the designated move-out date in May (*excluding breaks that require residents to leave campus*). All halls will close at 9:00 a.m. on the morning following the last day of classes for Thanksgiving and Spring Break. At the end of each term, students are expected to leave their assigned residential space 24 hours after their last final, or by hall closing, whichever comes first.

Housing for students during University break periods will be at the discretion of the University and are typically granted only for academic program requirements or University sponsored athletics. Students currently under disciplinary sanctions may be ineligible to reside on campus during break periods.

Deadlines for Housing & Dining Requests

Housing assignments are subject to availability of space at the time the agreement is received by Wilkes University Residence Life.

Returning Students: March 30, 2023

First Year Students: June 16, 2023

Contracts received after these deadlines will not be guaranteed assignments and if necessary, may be waitlisted or placed in expanded occupancy rooms until standard assignments become available.

Accommodations & Rental Rates

The University reserves the right to determine the number of students assigned to a room and/or to change room assignments if so required. Roommates will be assigned by the University without regard to race, religion, color, creed, national origin, disability, or vaccination status. The designated space in the residence hall is for the exclusive use of the Wilkes University student to whom it was assigned. Residence Life reserves the right to fill any vacancy in a room or apartment and will give residents at least 24 hours notice, wherever possible, of a new roommate.

Housing rates are subject to approval by the Board of Trustees. Residents will be informed if the rates change from what is published below. Rates are billed per semester.

Double Room: \$4,840

Single Room: \$5,100

Efficiency (Studio) Apartment Units (No AC; Rifkin Hall, 77 W. Northampton St.): \$5,100

Standard Apartment Units (shared bedroom & AC; Michelini Hall):

- Double Room: \$5,370
- Single Room: \$5,625

Premium Apartment Units (AC; 40 West & University Towers):

- University Towers Double Room: \$5,370
- University Towers and 40 West Single Room: \$5,625

Facilities & Services

The goods and services with which the student will be provided shall include:

A living space furnished with a bed, desk, desk chair, dresser and wardrobe/ closet space*

Laundry facilities

Disinfecting services for common use areas, including common area bathrooms**

Cable TV & Internet access

*Depending on the floor plan of the room. Residential spaces without built in closets will receive a wardrobe.

**Residents are required to clean after themselves in common use areas, including shared bathrooms.

Keys & ID Card Access

Each residential student will receive a key, issued by Residence Life, to secure their room and an ID card, issued by University Police, to access their residence hall. These items belong to the student to whom they are assigned and should not be given to other individuals for use for any reason. Lost ID cards should be reported to University Police and lost keys should be reported to Residence Life immediately. There will be a charge for replacement of these lost items. All keys should be returned to Residence Life immediately after vacating a residential space. Failure to do so within 3 business days will result in the replacement of the key and a corresponding lost key fee to the student's account.

Entering Rooms, Property, & Damage

Authorized University and residence hall personnel may enter a student's room at any time for cleaning, maintenance or repairs, in the event of emergencies, or when reasonable grounds indicate that a crime has been committed. The University cannot and does not assume any responsibility for loss, damage, or destruction of a student's personal property that is stored in the residence halls including during designated University breaks when residence halls are closed. Students are advised to insure their property against damage and theft by securing individual homeowner's or renter's insurance and by keeping their room doors as well as the doors to their residence hall locked at all times. Additionally, items left after a student has moved out will be considered forfeit and removed from residence hall space resulting in a charge to that resident for its removal.

License to use residence hall space does not imply ownership of that space, nor does it give license to alter or destroy. Room occupants will be assessed for fees for damages such as defaced plaster or woodwork, broken windows, damaged furniture, or the deterioration of property resulting from misuse on the part of the occupant. Similarly, any property damage to hallways, lounges, or lavatories (common areas) will be charged to the residents in the living unit.

Dining Plans

All resident students are required to participate in one of the Colonel Dining Plans below. The dining plan is for the sole and exclusive use of the student who contracts for the service. Students must either present a valid Wilkes photo identification card or use the GET app to gain access to the dining

facilities or purchase items. Meal Plan options are based on the food service provider.

- First year resident students (students who have not previously been enrolled full-time in college or have earned fewer than 36 credits) must choose the Colonel Gold, Colonel Gold Plus, or Colonel Gold Premier plans only.
- Sophomore & Junior resident students may choose among any Colonel Plan, excluding the Senior Value Plan.
- Senior Resident Students (90+ earned credits) or those selecting a 12-month lease may choose among any Colonel plan or the Senior Value Plan.

Plan Name	Usage Availability	Dining Dollars	Flex Dollars	Plan Cost
Colonel Gold	Sunday-Saturday	\$150	\$50	\$3,113
Colonel Gold Plus	Sunday-Saturday	\$150	\$100	\$3,163
Colonel Gold Premier	Sunday-Saturday	\$200	\$200	\$3,315
Colonel Blue	Monday- Friday	\$100	\$50	\$2,714
Colonel Blue Plus	Monday- Friday	\$100	\$150	\$2,815
Colonel Blue Premier	Monday-Friday	\$150	\$250	\$2,966
Senior Plan	30 Day Unlimited	\$100	\$50	\$1,317

*Dining Plan Cost and Dining/Flex dollar amounts are per semester

Dining Dollars and Flex Dollars

Dining Dollars may be redeemed at Rifkin Cafe (B&F and WhichWich), the POD at Stark, or any other dining service outlets on campus. Flex Dollars may be redeemed at participating vending outlets, including the campus store, Colonel Corner, and on-campus dining facilities. Participating vendors may be found online (<https://wilkes.edu/campus-life/dining-on-campus/flex-dollar-program/>). Additional Dining and Flex Dollars may be purchased through GET Funds at any time.

Dining Plan Changes

Changes to Fall semester dining plans are not permitted after August 1. Dining plan changes for Spring semester are permitted only during the official dining plan change period of October 1 through November 15.

Unused Dining/Flex Dollars will be carried over from the Fall semester to the Spring semester, but will not be carried over to the next academic year. At the end of the Spring Semester, all unused swipes/Dining/Flex dollars will be eliminated and are not refunded.

Regulations

The resident is expected to abide by all Wilkes University rules and regulations published in the Student Handbook, the University Bulletin, as well as emails, letters, and postings from University officials. Residents should understand that the University may take appropriate action, including termination of this contract, for conduct found by the University to be in violation of such rules and regulations, or which is detrimental to the health, safety, or welfare of other students, faculty, or staff. Students who have had their right to live in the residence halls revoked due to disciplinary sanction will be expected to vacate their residential space within 48 hours of receiving notice of sanction, and are not entitled to a refund of any housing and dining charges regardless of the timing of that decision.

Cancellations

Prior to occupancy, residents who applied for housing who are eligible to commute from the home of their parent or legal guardian or are eligible to live off campus may cancel their contract by contacting the Residence Life office. Those eligible residents who cancel their housing contract after July 15 but before moving in for the first time, or December 15 for Spring 2024 new applicants, and remain enrolled at the University, will be charged a \$300 administrative fee. Withdrawal or graduation from the University will automatically result in cancellation of this contract.

Our housing contract is a binding financial agreement for the full academic year. Cancellations after a student has taken occupancy of their assignment while remaining enrolled must be approved by the Office of Residence Life by participating in the Early Release from Housing request process. This request form can be found at www.wilkes.edu/housingexemption. Submitting a request is not a guarantee of approval. Residents should not make other binding housing plans without first receiving approval.

Refund Policy

Failure of the student to occupy the reserved residence hall by the first day of classes of either semester without prior written notification to the University will result in forfeiture of the room. All refunds of housing and dining charges are governed by the Refund Policy as defined in the current Undergraduate Student Handbook.

Reflecting the Wilkes University Refund policy, students will be entitled to a full refund if they withdraw or are approved to cancel their housing contracts during the first week of classes less any dining or flex dollars used. Students will receive a 75% refund in their second week of classes, 50% in their third week, and 25% refund of room and board charges in their fourth week. Students are responsible for the full room and board charges at the start of fifth week of classes and beyond. The Director of Residence Life or their designee can make exceptions for students called into active military service or who withdraw for reasons beyond their control.

Acknowledgment

All rates herein are subject to final approval by the Board of Trustees. This agreement is to be construed as a license and is not intended to and does not create a landlord/tenant relationship between the University and the student. This contract is governed by the rules and regulations established in the current Student Handbook. The University may terminate this agreement at any time if the student fails to comply with University regulations or any provision of this agreement.

By signing I/We agree and fully understand that this contract is for the FULL ACADEMIC SCHOOL YEAR or any remaining portion thereof, and is binding for that period if the student is to enroll or continue enrollment. I/We guarantee full and prompt payment of all sums payable by said student to University. I/We have read and understand the terms and conditions of this agreement. I/We further agree to abide by all campus regulations as outlined in the Wilkes University Bulletin, Student Handbook and Housing & Dining Contract terms and conditions, recognizing the fact my housing contract may be cancelled at any time should my actions be deemed inappropriate by the University.

Student Signature: _____

Parent Signature: _____

Parent Signature needed if student is under 17 years of age.

