

THE HOUSING CONTRACT IS LEGAL AND BINDING ONCE SUBMITTED. IT IS THE STUDENT'S RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH THE RULES AND REGULATIONS OUTLINED IN THIS CONTRACT. RESIDENTS AND THEIR GUESTS ARE RESPONSIBLE FOR KNOWING, UNDERSTANDING AND ABIDING BY THE CONTRACT.

Acknowledgement of Contract

By signing the following contract with Student Housing at Purdue Fort Wayne you also acknowledge the following:

- I acknowledge that by residing in Purdue Fort Wayne Student Housing, I am responsible for abiding by all federal, state, and local laws, as well as Purdue Fort Wayne rules and regulations.
- I acknowledge that I am responsible for the behavior of my guests at all times and am obligated to inform them of all Purdue University Fort Wayne and Student Housing policies.
- I understand that illegal drug use, physical confrontation, weapon possession, significant disruptive or threatening behavior, or similar severe violations of the Student Code of Conduct or Housing Contract may result in immediate removal.
- I understand that the university is not responsible for property loss or replacement, I am responsible for obtaining and maintaining my own appropriate renter's insurance as I see fit.
- I understand that the Academic Year Housing Contract is for the entire academic year, and I understand that there are significant early cancellation fees that can be applied as outlined in the contract.
- I understand that I have agreed to a housing contract that includes financial and behavioral obligations and that I can review the contract and Student Housing Handbook online or request a copy of my contract by emailing housing@pfw.edu.

Student's electronic signature indicates that they understand this information and have agreed to follow the contract terms and abide by the Purdue Fort Wayne Student Housing Handbook and Purdue Fort Wayne Code of Conduct. Violations to the housing contract or Student Code of Conduct or Housing and Residential Education policies may result in eviction and impact a student's academic status.

Purdue Fort Wayne Student Housing Contract Academic Year 2024-2025

Governing Law - This contract is to be governed by and construed in accordance with the laws of the State of Indiana. If any of the terms or conditions hereof conflict with such law, then such terms or conditions shall be deemed inoperative and null and void insofar as they may be in conflict therewith and shall be deemed modified and amended to conform to such law. Venue for any action hereunder shall be Allen County, Indiana and the resident hereby consents to service of process from such courts.

Academic Year Terms of Occupancy:

August 22, 2024, to December 21, 2024

and

January 12, 2025, to May 10, 2025

Housing agreements are signed on an academic year, spring only, or summer only basis. Housing in between semester dates listed is available based on student's need by request, fees will apply. Residents may occupy Student Housing rooms on the dates specified in the Housing Agreement. To occupy a room in Student Housing outside of these dates, residents will need a separate agreement. More than one contract may be active depending on the time of year. Residents may occupy ONLY the bedroom they are assigned, and shared common area space, but may not use any vacant bedrooms in the apartment for storage, guests, or any other purpose. Failure to occupy a reserved room within one week of the beginning of Semester classes may result in termination of a specific space assignment. **Residents will remain responsible for the terms of the contract (see cancellation of contract below).** Rooms shall be vacated no later than the lease end date at 12pm on the last date of the contract unless a congruent contract for the next term exists with an established booking. Exceptions are made for students participating in commencement activities or other academic needs/mandatory requirements.

Room Assignment - Room assignment priority is based on the date of receipt of a resident's application fee. (\$250 for new students/off campus students and \$25 for current on-campus students). Returning residents can expect to have a priority deadline each year prior to the end of the semester. New student priority deadline is determined each year and will be publicized via the website and email. All contracts must be signed through the Housing portal using electronic signature and student ID numbers. It is an expectation that when possible (for Academic year contracts only) students choose a room for themselves. Room selection for Fall bookings will be turned off when occupancy is almost reached. Housing staff will choose assignments for Spring only and Summer only contracts due to occupancy constraints and availability.

The University makes all assignments without regard to race, age, color, religion, national origin, sexual orientation, veteran status, intellectual or physical ability and rejects all requests for changes of assignment based on such. In the event the University is unable to deliver possession of the assigned living unit, you agree to accept assignment to another unit, including off campus contracted Housing. The University reserves the right to change room assignments for any reason deemed appropriate up until the move in date for a student. Additionally, the University reserves the right to move a resident during the contract for reasons including alleged violations of the contract, roommate incompatibility, consolidations, or unavailability of roommates.

Cancellation of Contract: This Contract is for the term/s and dates which correspond to this contract. **To cancel, Students must submit a Housing Contract Cancellation form.** Cancellation requests submitted by any other means will not be honored or processed. Student acknowledges and agrees that Student Housing reserves the right to assess the following

cancellation fees in the event Student Housing agrees to the termination of this Contract: (See charts below).

- a) Contract Cancellations Prior to start of Contract: Students wishing to cancel their contract prior to the contract’s start date will be subject to the following cancellation fees (see chart below). Student acknowledges and agrees that STUDENT HOUSING reserves the right to assess the following cancellation fees in the event STUDENT HOUSING agrees to the early termination of this Contract.

Current PFW Housing Residents

Effective Dates – Fall	Cancellation Charge	Contract Owed
Date of Contract Submission through April 14, 2024	\$0	\$0
April 15 – May 31, 2024	\$250	\$0
June 1 – June 30, 2024	\$350	\$0
July 1 – July 31, 2024	\$500	\$0
August 1 – August 21, 2024	\$500	25 % of contract + daily rate when room was occupied (when applicable)

New Fall 2024 Admitted Student

Effective Dates – Fall	Cancellation Charge	Contract Owed
Date of Contract Submission through May 31, 2024	\$0	\$0
June 1 – June 30, 2024	\$200	\$0
July 1 – July 31, 2024	\$400	\$0
August 1 – August 21, 2024	\$500	\$0

New Spring 2025 Admitted Student

Effective Dates for Spring	Cancellation Charge	Contract Owed
Date of Contract Submission through December 13, 2024	\$100	\$0
December 14-December 31, 2024	\$250	\$0
January 1 – January 10	\$400	\$0

b) **Contract Cancellations After Contract Start Date:** At the start of the occupancy period, a student may be released from this contract early under limited circumstances upon receipt of the Housing Contract Cancellation form and accompanied by appropriate supporting documentation. Contract releases are not automatic. Contract cancellations under this section will be responsible for (1) prorated room charges that were incurred from the time they took occupancy (move-in date) until move-out paperwork is submitted and keys are returned; and/or (2) a termination fee which will result in an additional \$500 charge and (3) owing 60% of the remainder of the contract amount. Listed below are examples of these fees and reasons that would be considered. Other circumstances not listed below will be considered on a case-by-case basis. The student may cancel this contract at any time prior to 21 days before the end of the contract.

Result in Prorated Fee	Result in Owing 45% of Remainder of Contract and Termination Fee	Result in Owing 60% of Remainder of Contract and Termination Fee	Result in Owing 100% of Contract and Termination Fee
Graduation	Dismissal from University	Moved out without Student Housing approval	Removed from Housing for Conduct Reasons
Significant Unforeseen Financial Hardship	Withdrawing from University	No Show – Never Moved in but registered for classes	Non-payment
University sponsored program (internship/student teaching)	Transferring		Serious or repeated Student Housing conduct violations
			Failure to submit required immunization records to the university

c) **Contract Cancellations Near End of Contract:** All cancellations submitted and processed within twenty (20) days of the end-of-contract will not be prorated for the daily time in-hall; students who do so will be required to pay the full contract amount will not be responsible for a cancellation fee.

X

Resident