

COLBY COMMUNITY COLLEGE SUMMER RESIDENCE HALL RESERVATION/CONTRACT

Name _____ Cell Phone _____

Permanent Address _____ Student ID _____

City _____ State _____ Zip _____ Email _____ Intended Major _____

SEX: Male ____ Female ____ CLASSIFICATION: Freshman ____ Sophomore ____

PAYMENT OPTION (CHOOSE ONE)

_____ \$30/day
_____ \$120/week

Intended date of move-in: _____

Intended date of departure: _____

***Payments are due in advance and must be for total time allotted.
Checks can be made to Colby Community College.**

Office Use Only

_____ Living Center East

_____ Room No.

_____ Key No.

_____ Date In

_____ Date Out

_____ Student ID #

_____ Pymt. Due

_____ Pymt. Rcvd.

LIVING CENTER POLICY STATEMENT

Colby Community College, Colby, Kansas, herein called "College" hereby agrees to provide the "Student," defined as any person enrolled full-time at Colby Community College, a College Living Center space and free resident parking permit for dates listed above.

In consideration for this agreement, the student promises to pay the College the appropriate cost and further agrees to the policies and procedures set out in the Student Handbook.

PAYMENT PLAN

Payment must be made in full before the student moves into the residence halls.

CANCELLATION POLICY

Written notice of cancellation must be received by the Director of Residence and Campus Life and Student Accounts Office. A written cancellation initiated by the student is automatically approved until the day the Living Centers open.

- Written cancellation after occupying a room: The student must officially notify the Director of Residence and Campus Life and Student Accounts Office in writing that he/she are moving out of the living center. The student must then vacate the room and complete the checkout procedures. The student will be responsible for paying the full room rate for the length of the contract.
- The student will be responsible for any damage done to living center property.

BASIC CONTRACT DETAILS

The Living Centers are owned and operated by the College on a self-supporting basis, and are not tax supported. Room charges are used to cover facilities, heat, lights, maintenance, repair services, and personnel.

Included in your Contract is internet and cable service. You or your roommate will be responsible for providing a television set. You must provide your own computer if you want the internet service. All monthly basic cable charges have been paid for you.

Pets are not allowed in the Living Centers at any time.

The College is not liable for the loss or damage from any cause to the personal property of a student. The protection of personal property is the individual's responsibility. Students are encouraged to obtain renter's insurance on property and possessions.

Cooking via any open flame, Forman grill, etc. is not permitted in the residence halls. A refrigerator not exceeding 5 ft. tall is allowed to be brought from home.

Alcohol of any kind is not permitted in the residence halls at any time.

VACCINATION/IMMUNIZATION

All Students are required by law to complete a Tuberculosis Screening Questionnaire or a TB skin test. If you have traveled out of the US, resided in for more than three months, or were born in any country where tuberculosis is endemic as identified by the KDHE, must provide TB test results or have one performed and checked upon moving into resident halls. See the TB screening Questionnaire form and turn in prior to or on the day you move in to the resident halls. This must be turned into the Student Health Nurse.

As the applicant for the College Living Centers, I agree to and understand all provisions of this agreement.

Student's Signature: _____ Date: _____

Parent's signature (if applicant is under age 18): _____