



ST. JOHN'S
UNIVERSITY

RESIDENCE HALL AGREEMENT 2025–26

The following is an **AGREEMENT** for a room entered into by St. John's University, New York, (herein referred to as the "University"), and the Student named on the Residence Hall Application (herein referred to as the "Student").

Your electronic signature indicates your acceptance of this Agreement.

Based on the promises stated herein, the Student and the University agree as follows:

1. Term of Agreement:

The term of this Agreement is the 2025–26 academic year, unless (1) the Agreement is terminated earlier by the University; (2) the Student graduates; or (3) the Student withdraws from housing. Each resident is assigned a move-in date and time prior to the start of the semester.

- a. Fall and spring housing term dates are subject to change based on applicable laws, rules, regulations, and public health guidance.
- b. The Student may be required to vacate the residence hall prior to the end of the academic year.
- c. Revisions to the housing term dates and/or any changes to those dates do not obligate the University to provide a housing or meal rate reduction. Should the Student decide to cancel housing during the academic year, the terms of cancellation remain in effect as specified herein.
- d. The Student may not remove any furniture from living and lounge spaces.
- e. During break periods, such as Thanksgiving, Winter Recess, Spring Break, and Easter Break, the meal plan is not provided. The residence halls close during Winter Recess. Should public health guidance result in revised housing term dates, the residence halls may be closed during the other break periods.
- f. Law students living in University housing may remain over Winter Recess.

2. University Representations:

If the student accepts an offer of part-time or full-time employment with the University, they are no longer eligible to live in University housing. While they may continue their education as a full-time student, their new primary affiliation as an employee prohibits residence in student housing.

3. Room Assignment and Right of Entry:

The University reserves the right to (a) assign residents to increase occupancy of any room to its designated capacity; (b) place the Student based on best compatibility to enable a comfortable, productive living/learning environment for each resident; (c) reassign rooms and/or apartments; and (d) enter the Student's room: (i) if in the judgment of the University, such entry is required for the safety and/or security of the Student or any other party; (ii) to inspect the Student's room and suite/apartment to conduct health and safety inspections; (iii) to

perform any alterations or repairs for routine maintenance or by request through a work order; or (iv) as indicated in the *Residence Life Handbook*, *Student Handbook*, or University's *Undergraduate Bulletin*, *Graduate Bulletin*, and *Law Bulletin*.

4. Liability for Personal Property:

- a. In cases where damage occurs in shared spaces and the responsible individual(s) cannot be identified, the cost of repairs or replacements will be equally divided among all occupants of the affected building, floor, or suite. Charges will be assessed to student accounts after review and confirmation by the Office of Residence Life.
- b. St. John's University is not responsible for damages resulting from incidents in which the negligence of the resident student results in property damage or loss.
- c. The Student is encouraged to secure a renter's insurance policy to cover their belongings during the term of their stay in housing. The University requires the Student to submit claims through their provider before considering any additional compensation for damages that may occur.
- d. The Student is responsible for ensuring that they keep their windows closed during the winter months to prevent pipes from freezing and/or bursting and flooding residential spaces. The University is not responsible for damage that results.

5. Renter's Insurance Recommendation:

- a. Students residing in University housing are strongly encouraged to obtain renter's insurance to cover personal property loss and liability. Having insurance helps ensure that unexpected incidents do not result in financial burdens.
- b. The Student is advised to explore policies available through private providers or consider enrolling in the option offered by GradGuard.

6. Room Occupancy/Vacating Room:

- a. It is imperative that the Student moves in during the posted official opening time for the fall and spring semesters. If the Student will arrive after the posted official first day of classes for the fall and spring semesters, the Student must give written notice to the Office of Residence Life prior to the first day of classes. Failure to do so results in the forfeiture of the right of the Student to occupy a room.

RESIDENCE HALL AGREEMENT | 2025–26

- b. Students attending St. John's under a specialized program that operates outside of the ordinary University academic calendar must self-identify to Residence Life personnel prior to taking occupancy. Additional housing fees may apply for students in these programs.
- c. The Student shall not occupy the assigned room until the day of the official residence hall opening at the beginning of each semester. The Student shall vacate the room no later than the closing times established by the University at the end of the semester. The Student must vacate the room by the University's designated closing time at the semester's end. If canceling the spring semester assignment, the Student must leave by the specified fall semester break date or incur per-day or per-week occupancy charges, along with applicable cancellation fees. Law students are permitted to remain throughout the course of the Winter Break period.
- d. When taking occupancy of the room, the Student shall review and confirm their online room condition report. During this process, the Student shall note any existing damage to the room or suite/apartment, and any of the furniture, furnishings, fixtures, or equipment, so as not to be liable for such damage. If the Student vacates the room at any time other than the end of the academic year, the Student shall follow the checkout procedures established by the Office of Residence Life. The Student shall complete a Decline Form in the housing portal acknowledging their choice to discontinue living in the residence hall.
- e. The Student shall vacate the assigned room and cease using the residential dining facilities upon withdrawal, graduation, or termination, or if the Student otherwise stops attending the University. If the Student fails to vacate the room and/or fails to cease using the residential dining facilities, the Student shall be liable for the payment of the room and board charges incurred.
- f. The Student shall vacate the assigned room in good condition, adhering to established checkout procedures (i) within 24 hours after the Student's last scheduled class/final exam or by the official residence hall closing time, whichever is earlier; (ii) immediately when officially withdrawn from the University; (iii) upon withdrawal from the University's housing program; or (iv) upon the termination of this Agreement by the University. Personal belongings left behind after the communicated date of withdrawal, graduation, or termination are discarded by the University.

7. Items Left in Room from December to January Decline Period:

- a. Policy for Items Left Behind:
 - Personal belongings left behind during the December–January period will be held for 30 days.
 - Items unclaimed after 30 days will be considered abandoned and disposed of by the University.
 - Students must coordinate retrieval before the deadline.
- b. Notification Process:
 - Email notifications will be sent to students outlining the retrieval deadline.

- c. Billing policy:
 - When an item(s) is/are left in a room, the Student remains liable for occupancy until it/they are removed.
 - Students who fail to remove an item(s) from their room are subject to the University's Refund Calendar and are charged for their room until all items are vacated from the premises.

8. Room and Board Payment, Deposits, and Housing Cancellation Policy:

At the beginning of each semester, the Student shall pay the amount established by the University for room and board by the stated deadlines. Students who live in the residence halls on campus are required to maintain the minimum meal plan designated in the Housing Selection Guide section, "Building and Meal Plan Requirements by Class Year," found on the Housing Selection webpage. Students who live in apartments off campus are not obligated to participate in one of the meal plans offered by the University, but may opt to do so by the stated deadline.

- a. Upon applying for housing at the University, continuing students and law students shall pay a nonrefundable housing deposit of \$500. Newly admitted first-year, transfer, and graduate students shall pay a \$400 nonrefundable housing deposit.
- b. A \$250 damage deposit is charged to the Student's account after placement. The \$250 damage deposit is assessed in two installments of \$125 each semester. The damage deposit is refundable at the end of the academic year. However, if there are damages to the building, floor, apartment, and/or to the furniture, furnishings, fixtures, equipment, or effects contained therein, the cost to repair the damages is deducted from the deposit and the balance is refunded minus any applicable fees owed to the University. If the damages exceed \$250, the amount in excess is added to the bill.
- c. Housing Cancellation Policy:
 - Refunds of payments to students who decline housing after check-in shall be prorated based on the number of days a student has occupied the University residence.
 - The Student receives a 100 percent refund if they vacate the room or apartment within the first five days; a 90 percent refund if they vacate the room or apartment on days six–10 after occupancy; an 80 percent refund if they vacate the room or apartment on days 11–15 after occupancy; a 70 percent refund if they vacate the room or apartment on days 16–20 after occupancy; a 60 percent refund if they vacate the room or apartment on days 21–25 after occupancy; a 50 percent refund if they vacate the room or apartment on days 26–30 after occupancy; and a 25 percent refund if they vacate the room or apartment on days 31–35 after occupancy.
 - There shall be no refund if the Student vacates the room or apartment more than 35 days after occupancy.
- d. Students who decline housing after check-in are subject to a \$500 cancellation fee. The Student can appeal the cancellation fee only to the Director of Residence Life by completing and submitting a Housing Cancellation Fee Appeal Form for consideration. Appeals are granted at the discretion of the Director of Residence Life. The following is a nonexclusive list for situations in which waivers

RESIDENCE HALL AGREEMENT | 2025-26

may be granted: (i) transfer from the University; (ii) withdrawal from the University; (iii) medical leave of absence; (iv) study abroad; (v) military service; (vi) conduct removal; or (vii) graduation.

9. Student Conduct:

The Student shall abide by the rules and regulations in the *Student Handbook*, *Residence Life Handbook*, and the University's *Undergraduate Bulletin*, *Graduate Bulletin*, and *Law Bulletin* and/or their amendments. Violations may result in termination of this Agreement.

- a. The University reserves the right to terminate this Agreement prior to the end of the academic year for violation of University rules and regulations. In such cases, the University gives written notice to the Student and the Student shall vacate the room upon notice. Housing refunds, if any, are based on the University refund schedule. The University reserves the right to deny housing based on past infractions of University rules and regulations.
- b. The Student shall be liable for any loss or damage to the suite/room/apartment and/or to the furniture, furnishings, fixtures, equipment, or effects contained therein. If it cannot be ascertained who is responsible for the loss or damage to and/or in rooms/suites/apartments or common areas of the building/floor, the University has the right to assess each occupant of the building, floor, or room/suite/apartment an equal amount of the costs of the repair and/or replacement of the loss or damage. Charges imposed upon students are not final until reviewed by the Office of Residence Life.

10. Occupancy during University Closure:

The room and board Agreement shall be consistent with the academic calendar. University housing officially closes for Winter Recess. Students who wish to reside in housing during that break agree to follow procedures established by the Office of Residence Life and to pay a per diem housing charge. This policy does not apply to law students who are able to remain in their room during the Winter Recess. The University reserves the right to deny the Student housing based on space/administrator concerns or disciplinary record.

- a. The Student understands that the dining hall closes for Thanksgiving, Winter Recess, Spring Break, and Easter Break. If a Student remains in residence during any of these times, meals are not provided.

11. Health and Safety Regulations:

The Student must comply with all applicable laws, rules, regulations, and University policies regarding health and safety. These measures may include social distancing, quarantining, masking, enhanced cleaning protocols, and modifications to the guest policy.

12. Under 18 Waiver:

I (We), the undersigned, do hereby authorize and consent to the following:

(i) Campus Residences: I (We) authorize and consent to the provision of a University residential housing space to the Student named in this Agreement. I (We) are aware and understand that the University residential population are students of adult age and that our student will not turn 18 years old during the course of the academic year.

I (We) further understand and specifically agree that the University does not, and shall be under no obligation to, supervise or assume any oversight responsibility for the activities or behavior of my (our) minor child in the residence halls or campus environment.

(ii) TRAVEL: I (We) authorize and consent to the Student named in this Agreement to participate in off-campus field trips or activities as may be scheduled by University faculty and/or administrators. I (We) assure the University that we have carefully counseled my (our) student about the risks and responsibilities of attending the University as a minor child, and that he/she/they has our express permission to do so.

St. John's University is proud of its ethnic and religious diversity. St. John's mission has a clear focus on the dignity of the human person. As such, the Office of Residence Life supports policies, practices, and procedures that enhance that dignity. We believe it is our duty to create a residential living environment that promotes our students' academic, personal, social, and spiritual development. We strive to promote this development within a vibrant residential learning community. Accordingly, residence hall policies and procedures are guided by these principles, as outlined in the *Residence Life Handbook*.

Resident students are expected to adhere to these policies, including, but not limited to, those regarding visitation and respect for people and property.

The undersigned hereby guarantees payment to the University in accordance with this Agreement.