

## RESIDENCE HALL ROOM AND MEAL PLAN LICENSE AGREEMENT

### SUMMER 2024

UNIVERSITY OF NORTH DAKOTA  
HOUSING & Residence Life OFFICE  
STOP 9029, GRAND FORKS, NORTH DAKOTA 58202



**THIS IS A BINDING LEGAL DOCUMENT - PLEASE READ IT CAREFULLY.**

**IMPORTANT NOTICE: Submission and acceptance through Campus Connection>Apply Online executes this Agreement and implies acceptance on the part of The Student of all terms and conditions stated herein.**

#### A. OFFER/LICENSE

The Residence Hall Room and Meal Plan License Agreement (“Agreement”) creates a license for the Student to use campus housing and is not a lease. The relationship between UND and the Student is that of licensor-licensee and not that of landlord-tenant. A license creates a privilege for you to use residential housing subject to the conditions of this Agreement and University relations. Fulfillment of this Agreement is contingent upon proper acceptance and the availability of space within the University residence halls. The written terms of this Agreement supersede all previous agreements as well as any verbal statements, telephone conversations, emails, or other communications made concerning this Agreement. In consideration for the payment of the fee in effect at the time of occupancy, the University of North Dakota offers to furnish room and meals as set forth in this Agreement.

**This Agreement is issued for Summer 2024. Therefore, once the Student has accepted this Agreement, they are expected to honor the Agreement for the balance of the summer term.** Requests for exceptions/alterations or changes to the terms of this Agreement or the ensuing room and/or meal plan assignment must be submitted in writing by the individual accepting this Agreement.

#### B. ELIGIBILITY REQUIREMENTS

- a. Eligible Students include:
  - i. Student enrolled in classes for the summer session.
  - ii. Students enrolled in Spring or Fall term and maintaining continuous occupancy.
  - iii. Approved UND affiliates.
- b. Eligibility for residency under this Agreement is not lost when the Student drops to part-time status during the Agreement period; however, if the Student drops to below six (6) semester credit hours (undergraduate) or three (3) semester credit hours (Graduate Student), continued residency is subject to written approval by the Director of Housing & Residence Life or their designee. Prior Student involvement in any disciplinary incidents may be taken into consideration in determining authorization to continue to reside on campus.
- c. The Student is expected to take the initiative in notifying the Director of Housing & Residence Life, or their designee, of any irregularities in enrollment status or other special circumstances that may affect eligibility for occupancy.

#### C. APPLICATIONS/ASSIGNMENTS

- a. The University will assign accommodations subject to the space available.
- b. The University will make every effort to honor the Student’s request with regard to preference of room, roommate, and residence hall but does not guarantee assignments to particular buildings, types of accommodations, specific rooms or apartments, roommates, or single rooms.
- c. The University reserves the right to change or cancel assignments in the interest of order, health, safety, effective space utilization, or discipline, with appropriate written notice to the extent reasonably practicable under the circumstances.
- d. New UND students who have been admitted and have an application, paid the \$60 non-refundable application fee, and agreed to the Residence Hall Room and Meal Plan License Agreement are eligible for assignment as space is available.
- e. Private rooms will be granted on the basis of availability and are subject to additional charges.
- f. Request for Disability Accommodation
  - i. UND Housing & Residence Life provides reasonable accommodations to residents with disabilities who have a verifiable need for the accommodation. The purpose of an accommodation is to either lessen or eliminate adverse effects of the disability. A reasonable accommodation does not put an undue burden on either party.
  - ii. UND Housing & Residence Life may or may not provide adjustments to housing policies due to a medical condition that does not rise to the level of disability but does cause daily discomfort.
  - iii. Verification of the need for the accommodation or adjustment due to medical condition requires clinical documentation provided by an appropriate professional.
- g. Accommodation for Students Based on Gender Identity/Expression
  - i. The University is committed to assisting students who need special accommodations based on gender identity/expression.
  - ii. The Student is encouraged to contact the UND Housing & Residence Life Office. Staff will not ask for more information than is required and will work with the Student to determine a suitable arrangement.

#### D. PERMIT FOR USE/RESTRICTIONS

- a. The Student is provided a room under this Agreement for their use only. Use of the room by another party except as authorized by the University in writing is in violation of this Agreement and will subject the Student to disciplinary action and/or may result in termination of this Agreement.
- b. Room assignments are not transferable; Subletting is not permitted.
- c. The Student agrees that under no circumstances shall they:
  - i. Violate guest/visitation policies as outlined in the [Residence Hall Policies](#);
  - ii. Allow pets of any kind in the housing facility. Service animals or approved therapy/assistance animals are not pets and in

accordance with ADA regulations and the Fair Housing Act are permitted in the residential facilities. Specific information regarding the University's Policy regarding service animals or approved therapy/assistance animals may be obtained at <https://und.policystat.com/policy/12269059/latest> or

- iii. Use the housing facility for any form of business activities or promotional ventures.

#### E. TEMPORARY ACCOMMODATIONS

- a. Based on projected housing occupancy needs, the University reserves the right to implement temporary or overflow housing assignments. These options may include:
  - i. Assigning an additional student to a room;
  - ii. Assigning students to spaces available in other residence halls or University controlled apartments;
  - iii. The use of off-campus facilities; or
  - iv. Other appropriate options.

#### F. ROOM CHANGES/HALL TRANSFERS

- a. Students may request room changes, hall transfers, and room check-outs through the filing of required requests with and approval by the UND Housing & Residence Life Office as outlined in the [Residence Hall Policies](#).
- b. Unauthorized room changes may result in the Student being required to move back to the original room, assessment of an administrative charge, and/or disciplinary action.

#### G. CONSOLIDATION POLICIES

- a. When deemed necessary by the University, the Student may be required to move to other accommodations as detailed below. When such circumstances occur, the Student agrees to complete the move within the time specified by the UND Housing & Residence Life Office - usually 48 hours.
  - i. To vacate a floor, wing, room, apartment, building, or complex when extraneous circumstances require;
  - ii. To consolidate students as set forth in the Consolidation Policy as listed in the [Residence Hall Policies](#);
  - iii. To control the use of rooms/apartments with medical direction, in the event of a severe health problem or epidemic;
  - iv. To provide necessary space to accommodate staffing needs;
  - v. To reassign to areas to accommodate the current gender mix;
  - vi. To vacate an area for the purpose of major repairs or facility failures;
  - vii. To temporarily close facilities during extended University break periods;
  - viii. When unusual conditions occur affecting the health or safety of the Student or others;
  - ix. To maximize space use efficiency or to meet building occupancy requirements; or
  - x. As part of the Student Conduct/Judicial process or as needed to maintain order and an appropriate living-learning environment.

#### H. ROOM AND MEAL PLAN RATES

- a. Final Summer 2024 rates will be posted online, when available at <https://und.edu/student-life/housing/summer/students.html>. Rates do not include the Activity and Special Programs fee.

#### I. TERM OF LICENSE AGREEMENT

- a. This Agreement is for University housing and meals between May 12, 2024 and August 4, 2024 unless otherwise noted in this Agreement. The term of occupancy shall be the summer session(s) selected on the Summer Housing Application or if entered into after the start of the summer session, for the remainder of the summer session(s). For the purposes of this Agreement, Summer 2024 shall be defined as the period of time beginning at 11:00 a.m. on May 12, 2024 and ending 24 hours after completion of the Student's last final of the summer term. For students officially participating in summer graduation exercises, Summer 2024 ends at 11:00 a.m. on the Sunday immediately following summer graduation exercises.
- b. The term of occupancy includes University holidays (days during the summer when classes are not held) that fall between the residence hall opening date and residence hall closing date, as specified elsewhere herein. Occupancy ends at the conclusion of the Agreement term or when the Student has received written authorization from the Director of Housing & Residence Life, or their designee, to terminate this Agreement.
- c. Occupancy at times other than those specified above may be allowed on a space available basis and for an additional fee if the Student has received prior authorization from the Director of Housing & Residence Life or their designee.

#### J. PAYMENTS/CHARGES

- a. The Student agrees to pay the established rate for room and meals as specified in Room and Meal Plan rates at <https://und.edu/student-life/housing/residence-halls/rates-contracts.html>.
- b. Payment is due according to the guidelines established by UND. These guidelines are available at <https://und.edu/one-stop/tuition-fees/billing-information.html>. You may pay online through Campus Connection> Pay On-Line Now using e-check (free) or credit card. If you use a credit card (or debit), you will be charged a 2.85% (min \$3) service fee by NelNet PayPath. Payments may be made by personal check (valid photo ID required) at One-Stop Student Services, Twamley Hall, second floor, during their hours of operation or by mail to One-Stop Student Services at 264 Centennial Dr., Stop 7155, Grand Forks, ND 58202-7155. All checks must be drawn on a United States financial institution. One-Stop Student Services does not accept cash payments.
- c. **Students must have all past due amounts owed to UND paid prior to occupancy.** The University reserves the right to cancel the assignment and priority number of any applicant who has a past-due University (Campus Connection) balance.
- d. Students are billed a non-refundable \$4.00 per semester Activity and Special Programs Fee. The fee is used for, but not limited to, programming, leadership training, recreational equipment, scholarships, public relations, promotional materials/incentives & prizes, and recognition.

- e. To contest charges arising from this Agreement, go to the OneStop Student Services web page at <https://und.edu/one-stop/tuition-fees/billing-information.html> for information regarding student billing.
- f. Room and meal charges are subject to all applicable policies and procedures as established by the University and are subject to change by the North Dakota State Board of Higher Education.
- g. If the Student does not meet financial obligations to the University, the Student is subject to removal from University housing and dismissal from the University. Other actions for failure to meet financial obligations to the University, as published in the University Code of Student Life, [Residence Hall Policies](#), or University Catalogue, and the NDUS Financial Obligation Agreement include the withholding of future registration privileges, the withholding of the issuance of an official certified transcript, and a bar against readmission to the University. Expenses incurred by the University in collecting the total amounts due under this Agreement will be the responsibility of the Student, including collection costs associated with referral to a collection agency, including but not limited to attorney fees, collection agency fees, which may include a percentage-based collection fee of up to 50%, court costs, and other fees.
- h. The Student agrees to pay the University for any damages incurred to the premises during this occupancy (including a pro-rata share of any group or common area damage billing) and for all expenses incurred by the University in restoring the room/apartment and its contents to clean and good condition, as determined by designated Housing and Residence Life Staff, save reasonable wear and tear and acts of nature or otherwise reasonably beyond the Student's control.
- i. If the Student fails to complete a proper check-out of their room/apartment, they may be assessed a \$50 Improper Check-Out Fee plus the charge for the lock changes if the keys are not returned on time, as well as any other applicable cleaning and damage charges.
- j. Students who abandon property will be charged costs associated with processing and removal of said property. The University does not provide storage for Student's belongings.

**K. INTERSESSION HOUSING**

- a. Intersession housing is defined as the following periods during which classes are not offered:
  - i. **Fall Intersession:** Period of days between the end of summer session classes and the date the residence halls open for academic year check-in; or
  - ii. **Summer Intersession:** Period of days between the end of the standard academic year and prior to the date the residence halls open for summer session check-in.
- b. Students desiring housing during intersession periods may request to stay in designated University residence hall(s) for an additional fee. No fee will be assessed for students who renew this agreement and maintain continuous occupancy. Students may be required to move to a different facility for intersession housing.
- c. Meals during intersession periods are provided at no additional charge for students continuing to the next academic semester. During intersession periods, dining services are subject to changes in hours and services offered. See the Residence Hall Policies or Dining web page at <https://und.edu/student-life/dining/index.html> for information about hours of operation and services available during intersession periods.
- d. The terms and conditions of this Agreement will apply to students approved for intersession housing.
- e. Dining dollars cannot be used during intersession periods.

**L. REFUNDS**

- a. All refunds for room and meal payments authorized under this Agreement will be made in accordance with the refund provisions specified in this Agreement and the North Dakota State Board of Higher Education Refund Policy (830.2).
- b. Any refunds will be processed only after all terms of this Agreement have been satisfied.
- c. Refunds are placed as credits on the Student's Campus Connection Account and are applied to unpaid account balances (i.e., common damages, individual damages, and other University charges).
- d. Credit account balances are refunded per OneStop Student Services Policies. To request a refund, notify OneStop Student Services, by email at [onestop@und.edu](mailto:onestop@und.edu), by mail at 2901 University Ave., Stop 7155, Grand Forks, ND 58202-7155, or call (701) 777-1234.

**M. AGREEMENT RELEASES/TERMINATION (STUDENTS ARE ENCOURAGED TO READ THIS ENTIRE SECTION THOROUGHLY AND TO CONTACT THE UND HOUSING & RESIDENCE LIFE OFFICE BEFORE MAKING OTHER HOUSING ARRANGEMENTS AFTER ACCEPTING THIS AGREEMENT.)**

- a. The Student may request release from this Agreement for the Summer Term by submitting a written request for release to the UND Housing & Residence Life Office.
  - i. UND Housing & Residence Life will approve the request and release without penalty ONLY if one or more of the following circumstances exist:
    1. The Student will graduate or terminate enrollment at the close of Summer 2024;
    2. The Student will be married prior to the beginning of the applicable summer semester;
    3. The Student has a student teaching, study abroad, or intern assignment that requires residence in another city at a distance greater than 35 miles from the campus;
    4. The Student is moving to a University apartment (must be leaseholder or qualify as leaseholder); or
    5. The Student is seeking approval for Agreement release by the UND Housing & Residence Life Office due to a qualifying hardship or other special circumstances that occurred after May 1.
  - ii. If the Student receives a release from this Agreement under a provision other than as set forth in Section (L)(1)(a), the Student will be assessed liquidated damage fees. Student who request a cancellation fee prior to receiving a room assignment will not be assessed a liquidated damage fee. If a cancellation request is received after student assignment is made liquidated damage fees will be assessed according to the following schedule:

Date cancellation request received from student	Liquidated Damage Fees
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Twenty or more weeks prior to the occupancy date of the Agreement	\$200
Ten to twenty weeks prior to the occupancy date of the Agreement	\$400
Six to ten weeks prior to the occupancy date of the Agreement	\$700
Two to six weeks prior to the occupancy date of the Agreement	\$1000
Less than two weeks prior to the occupancy date of the Agreement	No release, student is subject to the terms and conditions of this Agreement

- b. Agreements will be cancelled at the end of the week in which the Student is released.
- c. If the Student does not claim the assigned housing accommodation by the first day of class each semester, and if the Student has not officially enrolled in the University by that time, this Agreement may be voided by University.
- d. If the Student does not claim the assigned housing accommodation by 4:00 p.m. on the first day of class each semester, and if the Student is officially enrolled in classes in University, the Student is liable for all applicable room and meal charges.
- e. If the Student violates University policies, rules, and regulations defined in Section T, or the law, the University may terminate this Agreement and require that the Student vacate the room within 24 hours after receipt of notice-to-vacate. Under these circumstances the Student will be liable for fifty percent (50%) of remaining summer term room charges under this Agreement.
- f. If the Student is re-instated or re-enrolled after release for non-admission, withdrawal, or dismissal during the term of this Agreement, the Student agrees to fulfill the balance of the Agreement.

N. LIABILITY

- a. The Student is liable for payment of any damages to University property in their room in accordance with charges as listed in the Residence Hall Cost Damage book.
- b. The Student is liable for payment of a pro-rata share, along with other occupants, for any damages which occur in the housing facility, or for any loss of furnishings which cannot be attributed to the action or negligence of a particular occupant or to another party.
- c. The Student will not be liable for damages caused by acts of nature or for normal wear and tear.
- d. The Student will receive an itemized statement for the full amount of such damages and payment of the amount set out in the statement shall be due.
- e. The University will not be liable for theft, or for loss, damage, or destruction of personal property belonging to, or in the custody of the Student, including loss from fire, windstorm, or other causes. **Students are encouraged to carry personal renters insurance or to see if they are eligible for coverage under parent's homeowner's policy.**

O. INDEMNIFICATION

- a. The University of North Dakota and its officers, agents, representatives, and employees shall not be liable or responsible for, and shall be saved and held harmless by the Student from and against, any and all suits, actions, losses, damages, claims, or liabilities of any character, type, or description, including all expenses of litigation, court costs, and attorney's fees, (collectively referred to as "claims" in the remainder of this section), arising out of, connected with, or resulting from any acts or omissions of the Student, excluding claims arising solely from the negligence or wrongful acts or omissions of the University of North Dakota or its officers, agents, representatives, or employees.

P. CONDITION OF ROOM

- a. The Student agrees to properly clean their room and keep it clean and in reasonable order. Failure to do so may be cause for termination of license agreement, and/or applicable cleaning, and/or maintenance charges being applied.
- b. Painting of the room or any portion thereof is prohibited. The hanging of articles in the room may be done only in accordance with University policy and may not interfere with safety equipment, access or egress to the room or unit, or cause damage to the facility. (See residence hall staff for more information.)
- c. In accordance with Housing Policy as defined in the Residence Hall Policies, the Student shall not make any modification or physical changes in room, or attach fixtures, pictures, plaques, etc. to walls, doors, or ceilings, except as authorized by the University.
- d. The University and the Student shall cooperate in the care of the dwelling and grounds. The Student is responsible for exercising reasonable care so as not to cause a disorderly, unsafe, or unsanitary condition to occur.
- e. The Student shall notify Housing Staff of damage or needed repairs in a timely manner via the established Work Order procedure as outlined in the Residence Hall Policies.

Q. SERVICES BY UNIVERSITY

- a. The University will not provide custodial services for the Student's living unit, but will keep community areas, community bathrooms, including suite room bathrooms, and halls clean and in good order. The Student, however, is responsible for their misuse of community areas.
- b. The University agrees to provide garbage collection, hot and cold water in reasonable quantity, and electricity in sufficient quantity to heat/cool the facility according to the heating/cooling system of each individual residence hall. The University shall not be responsible for disruptions in service that are beyond the University's control.

R. PRIVACY OF STUDENT OCCUPIED ROOMS

- 1. The privacy of student rooms in University housing will be respected by University personnel. No room shall be entered without knocking, except in emergencies. The University will provide reasonable notice when possible. The Student agrees and acknowledges that in the absence of occupants, authorized University personnel may enter rooms:
  - a. For the purposes of fire, personal safety, routine inventory, maintenance, cleaning or repair; or
  - b. For health or safety inspections.

2. The Student agrees and acknowledges that authorized University personnel may conduct an administrative search of the Student's room to determine compliance with University regulations and policies or federal, state, or local criminal laws when there is a reasonable cause to believe that a violation has occurred or is taking place.

#### S. NONDISCRIMINATION

The University of North Dakota (UND) is committed to the principle of equal opportunity in education and employment. UND does not discriminate on the basis of race, color, national origin, religion, sex, age, disability, sexual orientation, gender identity, genetic information, creed, marital status, veteran's status, political belief or affiliation or any other status protected by law. Pursuant to Title IX of the Education Amendments of 1972, UND does not discriminate on the basis of sex in its educational programs and activities, including employment and admission. UND will promptly and equitably investigate reports of discrimination or harassment and take disciplinary action as appropriate.

Retaliation in any form against a person who reports discrimination or participates in the investigation of discrimination is strictly prohibited and will be grounds for separate disciplinary action.

The University's policy for complaints of discrimination and harassment is found at <https://und.policystat.com/?lt=nEb9f5IPhIT42yu4MIKV8w&next=/policy/5305340/latest/>.

The policy for complaints of sexual and gender-based misconduct is found at <https://und.policystat.com/?lt=nEb9f5IPhIT42yu4MIKV8w&next=/policy/5147073/latest/>.

Inquiries regarding UND's equal opportunity and nondiscrimination policies, including Title IX, Title VI, Title VII, ADA, and Section 504 may be addressed to Donna Smith, Assistant Vice President of Equal Opportunity & Title IX, 102 Twamley Hall, 264 Centennial Drive Stop 7097, Grand Forks, ND 58202-7097; telephone 701.777.4171; email [UND.eo.titleIX@und.edu](mailto:UND.eo.titleIX@und.edu) or [donna.smith@UND.edu](mailto:donna.smith@UND.edu) or visit the website at <http://UND.edu/affirmative-action/>. A complaint or concern regarding discrimination or harassment may also be sent to the Assistant Secretary for Civil Rights, Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-1100; phone 800.421.3481; email [OCR@ed.gov](mailto:OCR@ed.gov).

#### T. UNIVERSITY POLICIES, RULES, AND REGULATIONS

- a. The Student agrees to conduct themselves in a manner that is conducive to the educational goals of the University. Appropriate behavior includes respecting the rights of others and following University policies as enforced by University personnel.
- b. The Student further agrees that during the term of their occupancy in student housing, they will comply with the rules and regulations of the University and of residence halls relative to preserving order on the premises, use of the premises, protection of University (State of North Dakota) property, and maintenance of their status as a student.
  - c. The Student agrees to abide by the policies and procedures as defined by <https://und.edu/student-life/housing/about/policies.html>, Academic Catalog, Code of Student Life, State of North Dakota statutes, and all check-in and agreements accepted by the Student.

#### U. CORRESPONDENCE WITH UND HOUSING & RESIDENCE LIFE

- a. You may contact the UND Housing & Residence Life Office by:
  - i. U.S. Mail: Housing & Residence Life Office  
525 Stanford Rd., Stop 9029  
Grand Forks, ND 58202-9029
  - ii. E-mail: [housing@UND.edu](mailto:housing@UND.edu)
  - iii. Web: [www.housing.UND.edu](http://www.housing.UND.edu)
  - iv. Phone: (701) 777-4251
- b. Please include your name and Student ID number on all correspondence.

#### V. GENERAL PROVISIONS

- a. The Parties herein construe this Agreement under the laws of the State of North Dakota and perform obligations in Grand Forks County, North Dakota.
- b. In the event that any provision of this Agreement is later determined to be invalid, void, or unenforceable, then the remaining terms, provisions, covenants, and conditions of this Agreement shall remain in full force and effect, and shall in no way be affected, impaired, or invalidated.
- c. This agreement may be executed in multiple copies which are all part and parcel of the same agreement.
- d. Changes in the printed matter of this Agreement must be approved in writing by the Director of Housing & Residence Life or designee. The venue for any dispute arising under this Agreement shall be the Northeast Central Judicial District Court located in Grand Forks County, North Dakota.

#### VI. DINING SERVICES

- a. A meal plan is required of all students living in the residence halls for Summer 2024.
- b. Please reference the [www.dining.UND.edu](http://www.dining.UND.edu) for meal plan information.
- c. The Summer 2024 Agreement period starts with brunch on Sunday, May 12, 2024 and ends with dinner on Sunday, August 4, 2024. Schedules of operation will be posted prior to dining centers closing for holiday weekends and break periods as define herein.
- d. Meal Plan Changes: Dates for changes can be found at [www.dining.UND.edu](http://www.dining.UND.edu)
- e. Identification: All students with a meal plan must scan the most up to date GET App that includes photo identification on their mobile device or present a machine-readable UCard with an identifiable picture for dining center access. Additional information regarding the

- f. Students are required to have the summer anytime access plan. Additional information can be found at [www.dining.UND.edu](http://www.dining.UND.edu).
- g. Meal plan contracts are non-transferable.
- h. Meals can be consumed within the dining center or by take out during scheduled serving hours. Sack meals, sick trays, take out and extended dinner carryout are limited to one meal swipe per breakfast, lunch and dinner time periods. Additional information regarding the take out service can be found at [www.dining.und.edu](http://www.dining.und.edu).  
Students have the option of using their meal plan at Wings Airport Cafe and Wilkerson To Go Café for a meal equivalency. This allows the plan holder to use one swipe per traditional meal period, i.e., breakfast, lunch and dinner, during posted operating hours. Additional meals can be accessed in the Wilkerson Dining Center. Additional information regarding a meal equivalency can be found at [www.dining.und.edu](http://www.dining.und.edu).