



Housing Facility Room and Board License Agreement
2024-2025

A. Offer/License

Dickinson State University (DSU) offers to furnish room and board in consideration for payment of the fees in effect at the time of occupancy and contingent upon a completed Housing Application and associated prepayment and/or application fees, as appropriate. The Housing Facility license agreement creates a license for you, the undersigned student, to use assigned campus housing, and is not a lease. The relationship between DSU and you, with respect to room, is that of licensor-licensee and not that of landlord-tenant. A license creates a privilege for you to use assigned residential housing subject to the conditions of this license agreement and University relations. Fulfillment of this license agreement is contingent upon proper signature on this license agreement and availability of space within University Housing facilities. The written terms of this license agreement supersede all previous license agreements, as well as any verbal statements or telephone conversations made concerning this license agreement. Students seeking rooms in between Fall and Spring semester will enter into a separate agreement to do so. Board is not offered on holidays and on select days surrounding holidays and/or University closures. The Guide to Residence Life is part of this contract. Students are responsible for its contents and can find it at [DSU Guide to Residence Life](#).

B. Length of Agreement

This license agreement is issued for the academic year (Fall and Spring semester). Therefore, once you agree to enter into this license agreement, you are expected to honor the license agreement for the balance of the length of the license agreement, as indicated. Requests for exceptions, alterations, or changes of the terms of this license agreement are subject to review and approval, in accordance with the policies, processes, and procedures in place that are applicable and a part of this license agreement.

C. Room Rates

Rooms in DeLong, Pulver Suites, Selke, and Woods Halls and Main Campus Apartments include furnishings (bed, dresser, desk, and desk chair), broadband access to Internet, Wi-Fi, and access to a computer in a designated area where you can print, copy/scan, utilities, laundry facilities, and access to common “lounges” are also included. Housing Facilities rates for the current academic year are available on the DSU website.

D. Payments/Charges

Payment for room and board charges are due by the first full day of classes for each semester. Failure to pay University charges by the date due may result in cancellation of this agreement and denial of future campus housing. Cancellation of this agreement does not automatically mean associated costs will be waived. Make housing payments at the

Office of Business Affairs in May Hall 212, or by calling [701-502-4392](tel:701-502-4392). Room & Board rates for the academic year are available on the DSU website or by contacting the Housing Operations Coordinator at dsu.housing@dickinsonstate.edu.

All students living on-campus who bring a vehicle to campus must have a DSU issued parking permit. Parking permits must be purchased within 24 hours of arrival or the first business day after arrival. Parking passes are available for purchase at the Office of Campus Safety and Emergency Management in the Student Center 109.

E. Board Plans

Students living in campus housing are required to participate in a campus board plan. Current board (meal) plan options are available on the Housing & Dining website. Students will have the opportunity to sign up for their preferred board plan during the room reassignment/housing application process. Students living in Main Campus Apartments have the option of opting out of a meal plan.

F. Changes in Room Assignment or Meal Plan

Students may request a change of room assignment in accordance with the policies and procedures of DSU, found on the Housing & Dining website. Such requests are subject to approval through Campus Life, and approval will be based on availability and consideration of health, safety, student conduct, or housing consolidation issues. Unauthorized room changes or failure to follow policies and procedures may result in the student being required to return to their assigned room, and/or disciplinary action

The University reserves the right to initiate the transfer of students from one room assignment to another in the interest of health, safety, student conduct, or housing consolidation issues.

Students may request a meal plan change during specified times designated by Housing & Dining, usually happening during the second week of school, during both the Fall and Spring semester. Such requests are subject to approval from Campus Life, and approval is based on compliance with the University's requirements regarding resident participation in meal plans.

G. Occupancy

Students must be enrolled in at least 12 credit hours per semester to be eligible to live in campus housing. Students must occupy the rooms to which they have been assigned, and students may not sublease their rooms. Part-time students may live in campus housing with prior approval from Campus Life. A request for such approval must be submitted to Campus Life in writing.

Failure to occupy an assigned room within one week of the start of classes will be cause for the cancellation of the housing license agreement in accordance with Participation/Cancellation Agreement. Charges may still apply as specified.

The University reserves the right to determine what constitutes occupancy and may reassign residents accordingly.

H. Liability/Insurance

The University assumes no responsibility for loss, theft, or damage to the personal property of residents.

We strongly recommend purchase of insurance or an extension of your family's insurance to cover loss or damage of personal property. The University does not have insurance that covers the personal property of residents or guests. In addition, you agree not to hold responsible the University Campus Life, and its employees and agents from any claims of loss, theft, or damages sustained by you or your guests, whether as a result of your acts or omissions relating to any changes or modification made by you to your room or furnishings or by happen-stance. You are financially responsible to the University and other residents for damage, loss, or injury sustained by the University, Campus Life, and its employees and agents as a result of you or your guests' acts or omissions.

I. Hall or Room Uses

You are responsible for cleaning your own rooms, removing waste materials, and maintaining sanitation and safety conditions acceptable to Housing & Dining. You will be billed for labor and material costs if cleaning, beyond what is reasonably expected, is required by the University. The Department of Facility Operations has designated custodians/maintenance personnel to oversee the cleanliness/maintenance of the building as a whole, including common areas, not individual rooms, unless work order requests are filled out.

You are not permitted to make alterations, install equipment, paint, or make repairs in any part of the building without approval from Campus Life. Additional furniture may be brought into rooms, within reason, but no University furniture may be removed from rooms. Campus Life reserves the right to refuse residents to bring unusually large, heavy, and/or disruptive furniture or items into the housing facility.

University property may not be transferred between lounges or residence rooms, or between housing & dining facilities, or any other campus buildings, without approval from Campus Life and the Office of Facilities Operations.

The use or possession of the following is prohibited in Housing Facilities:

- i. alcoholic beverages or alcoholic containers, whether full or empty;
- ii. narcotics or other drugs when their use or possession is prohibited by law;
- iii. firearms, fireworks, explosive, knives, bows and arrows, or dangerous weapons;
- iv. cooking or heating appliances (except UL approved microwave ovens under 850 watts or coffee makers with enclosed heating elements under 1000 watts), electric frying pans, electric grills, hot plates, toasters, air conditioners, space heaters, electric extension cords, halogen lamps, etc.;
- v. external antennas, dishes, or aerials for radios or TVs;
- vi. tobacco (DSU campus is tobacco free);
- vii. car battery chargers and engine heater cords;

- viii. open fires, candles, incense, potpourri pots, halogen light bulbs, and other incendiary devices;
- ix. weight lifting equipment, exercise bicycles, rowing machines, and exercise equipment;
- x. animals other than those allowed as an accommodation for a disability and/or those allowed through the Fair Housing Act; and
- xi. gambling related materials.

Pictures or other wall hangings should be suspended only from the molding, picture rails, or bulletin boards. You will be charged for damaged walls and ceilings. All materials should be hung using only approved materials, including sticky tack and 3M Command Strips.

No motor vehicles, bicycles, or motored scooters may be stored in housing facilities. Additionally, hoverboards and like-products are not allowed within housing facilities.

No person or organization, whether or not affiliated with the University, may advertise, sell, conduct a business, or raise funds in housing facilities without registering and receiving permission from Campus Life and the Office of University Relations. No person may use the words “Dickinson State University” or “DSU”, or any derivative thereof, in any address or in any other way associate such terms with any personal business, such as, but not limited to, business cards or stationary. No person living within a housing facility may use University property for the purposes of personal gain.

Approved vendors will only be allowed to distribute and/or provide merchandise to residences within main lobbies and/or main entrances. No vendor is permitted beyond this common area. At no time may a vendor or resident block another resident from entering and/or exiting the building.

J. Safety and Security

Residents are required to comply with safety and security procedures, may not tamper with locked doors, and may not admit unauthorized people into housing facilities. Persons setting off false fire alarms, tampering with or removing firefighting equipment, vandalizing, or disrupting elevator service are subject to disciplinary action including but not limited to termination of this license agreement and criminal action.

Residents must leave the building by the designated exit whenever the fire alarm sounds. Windows and doors should be closed and lights left on. Residential students with disabilities who may require assistance during an emergency should work with Accessibility Services and Campus Life to ensure that all parties are aware of emergency evacuation processes and procedures.

In an effort to maintain personal safety and security for all of our on campus residents, DSU keeps all exterior housing facility doors locked 24/7. Your student ID will be activated for the building you are assigned to.

University Security provides 24-hour on-call uniformed security. They are available for assistance and offer curtesy escorts if desired. They can be reached 701-290-1068.

“Assurance” is the notifications system used for all faculty, staff, and students. All notices will go through this. Some examples of notifications you would receive include school closings or emergencies. You should ensure that all of your contact information, include cell phone, are current and up-to-date to receive timely notifications.

K. Standard Regulations and Expectations

You are expected to know and abide by the terms and conditions of this agreement. You are also expected to know and abide by the rules and regulations specified in the Student Code of Conduct, parts of which are incorporated into this license agreement. Violation of these rules or other inappropriate conduct is handled through the disciplinary processes of the Office of Campus Life/or the University, and may result in termination of this license agreement.

No student may create excessive noise, disturb or infringe on the rights of others, harass, haze, or in any way lessen the educational effectiveness of the University. This includes behavior that attempts to force a roommate to move out of the room and/or attempts to prevent a new roommate from moving into a room.

You are responsible for checking the condition of your room upon check-in and document the condition of the room through completion of the room inventory. You are also responsible for proper check out from your housing assignment in accordance with information available from Campus Life.

You are responsible for damage and loss to housing facility property resulting from your negligence or misuse. When specific responsibility cannot be determined, roommates/all residents may be held jointly responsible.

Campus Life can dispose of abandoned or unclaimed property after 30 days from the termination of this license agreement by way of public or private sale or by other disposal. The department can keep the proceeds from any sale.

You are responsible for being familiar with information provided during hall/floor meetings, as well as material posted in the halls.

The campus of DSU is designated as tobacco free. No tobacco use is allowed in any areas of the campus, including housing facilities. This includes vaping and juuling.

L. Search and Inspection

The right to inspect rooms without notice is reserved by the University for purposes of maintenance, cleaning, fire, and personal safety, and for purposes of administering provisions of this license agreement. Such entry by the University shall not be regarded as a search but is separately agreed to and authorized by the student as part of this license agreement. Entry and search of rooms by University or law enforcement officials for the

purpose of discovering violations of University regulations, local, state, or federal law will be subject to the University policy expressed in the Student Code of Conduct.

M. Termination of Lease License agreement by University

This license agreement may be terminated by the University for student’s violation of University and/or Housing rules and regulations including, but not limited to, nonpayment of debt owed by student to the University, conduct violations, if the student is no longer enrolled in at least 12 credits and remaining in the assigned room has not been approved by Housing & Dining, or if a student has been suspended or expelled.

Student agrees to vacate the assigned room by the time stated in the notice by the Office of Campus Life. Failure to vacate may result in denial of access to your room. Students are expected to **vacate room within 24 hours of completing finals at the end of Fall and Spring semesters**, unless representing DSU is a university sponsored event.

The Director of Campus Life, or designee, may temporarily suspend, restrict, or reassign a resident from his/her housing assignment pending an investigation and/or hearing whenever, in the Assistant Dean’s judgment, the continued presence of the resident in a particular room or hall constitutes a danger to the campus community or may impact the safety of persons or property in housing facilities.

By signing this license agreement, this implies full understanding of any and all above conditions of this housing license agreement and that you agree to adhere to all policies therein.

STUDENT PRINT NAME

DATE:

STUDENT SIGNATURE

Mackenzie Hicks - Director of Campus Life
CAMPUS LIFE REPRESENTATIVE PRINT

03/01/2024
DATE

Mackenzie B. Hicks
CAMPUS LIFE REPRESENTATIVE SIGNATURE