

## Welcome to Summer at ISU!

Hello,

On behalf of the Department of Residence (DOR), thank you for your interest in on-campus housing. The ISU on-campus community is a great place to call home. For **summer 2011**, on-campus housing will be located in Buchanan Hall, Frederiksen Court apartments and Schilleter & University Village apartments.

Once you factor in utilities, cable, phone service and internet access - *all of which are included in your on-campus summer rate* - living on-campus for the summer is less expensive than most off-campus accommodations. Plus, it's all conveniently billed to your U-bill - no monthly bills (except SUV) or deposits.

Living on-campus for the summer has other advantages as well. All summer housing locations are within easy walking distance of classrooms, libraries, swimming pools and recreational facilities. Not to mention, all locations:

- Are air-conditioned
- Are furnished (excluding SUV)
- Have convenient laundry facilities - some within unit
- Are near restaurant-quality ISU Dining options
- Are located on CyRide routes for easy transportation to classes and activities

Enclosed is the **Summer 2011 New Resident Housing and Dining Contract**. Submitting the contract enters you into a *legally binding* agreement with the DOR, so please review the **2010-2011 Contract Terms and Conditions** on the DOR Web site: <http://housing.iastate.edu/forms/>. Rate information is included on the contract.

Once you have returned your completed contract, a confirmation e-mail / letter will be sent to you. If you do not receive your confirmation within two weeks of submitting your contract, please contact us.

Assignments are based upon the date we receive your contract, the availability of space and your preferences. We will begin making summer assignments mid-April and will continue through the summer. Assignments will be available for you to view online in AccessPlus beginning April 25.

If you have an issue for which you require special housing accommodations, you must submit a Housing Accommodation Request Form (<http://housing.iastate.edu/contracts/requests.html>) to the DOR. Additional details, documentation requirements and submission methods are on the form. If you have a documented disability, it is your responsibility to contact the Disability Resources office (515-294-6624) for assistance with accommodations other than housing.

Please review the online summer housing information (<http://housing.iastate.edu/contracts/summer.html>) so that you can begin making plans to arrive to campus. If you have questions, please e-mail us at [housing@iastate.edu](mailto:housing@iastate.edu).

We look forward to seeing you on-campus this summer!

Sincerely,



Lisa Ludovico  
Assistant Director for Assignments and Communications

Enclosure

Please return your **SIGNED**  
and **COMPLETED** contract to:

Department of Residence  
Mail: 2419 Friley Hall  
Ames, IA 50012

Phone: 515-294-2900

Fax: 515-294-0623

E-mail: [housing@iastate.edu](mailto:housing@iastate.edu)

Summer 2011 On-Campus Housing & Dining Contract

Revised: December 2010

Welcome to Summer Housing at ISU!



Student Information - Please Print Clearly

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_  
 ISU ID#: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Gender: Female Male  
 Street Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Current E-Mail: \_\_\_\_\_

Contract Type - Select ONE of the options at right. When making your selection, please note the following:

- **CONTINUING** Residents are ISU students who lived on-campus or were on waiver spring 2011.
  - Summer 2011 class enrollment **is not required**.
- **NEW** Residents are students who did not live on campus spring 2011 semester.
  - Summer 2011 class enrollment **is required** for New Residents.

Continuing Resident  
 New Resident

Contract Term - Please select one of the following options. The option you select will be your contract term for summer 2011.

| Session                                   | Classes  | Check-In Date     | Check-Out Date   | Cancel Deadline |
|---|--|-------------------|------------------|-----------------|
| <input type="checkbox"/> Session 1 Only   | Classes May 16 – July 8                            | Saturday, May 14  | Saturday, July 9 | May 1           |
| <input type="checkbox"/> Session 2 Only   | Classes June 13 – Aug. 5                           | Saturday, June 11 | Saturday, Aug. 6 | June 1          |
| <input type="checkbox"/> Trial Enrollment | Orientations June 6 – 10, Classes June 13 – Aug. 5 | Sunday, June 5    | Saturday, Aug. 6 | June 1          |
| <input type="checkbox"/> Entire Summer    | Classes May 16 – Aug. 5                            | Saturday, May 14  | Saturday, Aug. 6 | May 1           |

Statement of Agreement - The 2010-2011 Housing Contract Terms and Conditions and ISU Dining Terms and Conditions (Terms) cover summer 2011 and are available on the DOR Web site at [www.housing.iastate.edu/forms](http://www.housing.iastate.edu/forms). By signing and submitting this contract I am stating I have read, understood and accept the Terms and all documents contained therein.

- I understand this contract is for a space only and an assignment within my preferences **IS NOT** guaranteed. Assignments are made on a first-come, first-served basis. Priority is based on the date my completed contract is received by the DOR.
- I understand that I am contracting for the entirety of the term I indicated on the front of this contract. Should I wish to cancel my contact I am aware that all cancellations **MUST BE IN WRITING**, e-mail is acceptable, and must include my full name and University ID. **VERBAL CANCELLATIONS WILL NOT BE ACCEPTED**. I understand that I may have to pay cancellation fees.
- I understand, if I have an issue for which I require special housing accommodations, I must submit a Housing Accommodation Request Form (available online at <http://housing.iastate.edu/contracts/requests.html>) to the DOR. If I have a documented disability, it is my responsibility to contact the Disability Resources office (515-294-7220) for assistance with accommodations other than housing.
- I understand that if I am assigned to Buchanan Hall I am required to contract for a meal plan. If I do not select a meal plan, I will be assigned a 50 Meal Block. I may change to another plan, for which I am eligible, using Access Plus, provided I do so by the applicable Change/Cancel deadline.
- I verify that the information I am providing on this contract is accurate.
- I authorize the DOR to access my student educational records maintained by Iowa State University for legitimate business purposes associated with my residing in University Housing. I also authorize the DOR to disclose my contact information to my assigned roommates.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (if student is under 18)

FERPA Statement and Records Release – optional

Pursuant to the Family Educational Rights and Privacy Act (FERPA), the Iowa Fair Information Practices Act, Iowa Code, Section 22.11 (1987) and Iowa State University policy, the DOR does not release personally identifiable information and/or records to parents/guardians without the written permission of the student OR the parent/guardian providing a copy of the most recent tax return demonstrating the student is a financial dependent.

- By signature below I authorize the ISU DOR to release information in my student records to the individuals identified below.
- I understand that this authorization shall remain in effect until revoked by me in AccessPlus or in writing to the DOR.

Release information to: 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return your **SIGNED** and **COMPLETED** form to:

Mail: Department of Residence  
2419 Friley Hall Ames, IA 50012

Fax: 515-294-0623

E-mail: [housing@iastate.edu](mailto:housing@iastate.edu)

### Continuing Resident Assignment Priorities

Our goal is to have Continuing Residents move as few times as possible during the summer. As such, assignment priority for Continuing Resident is as follows:

- If your fall 2011 assignment is available for summer 2011, you will move to that assignment for the summer.
- If your fall 2011 assignment is not available for summer 2011, or you are unassigned for fall 2011, you will stay in your spring 2011 assignment if it is available.
- If neither your fall 2011 nor your spring 2011 assignment is available, we will use your Assignment Preferences below to make an assignment for you.

|                        |                  |                |
|------------------------|------------------|----------------|
| Spring 2011 Assignment | Building / Hall: | Apt. / Room #: |
| Fall 2011 Assignment   | Building / Hall: | Apt. / Room #: |

**Smoking Preference** - While smoking is prohibited on-campus, initial roommate assignments are based on smoking preferences. Please check one:

I am a smoker
  I am not a smoker
  I am not a smoker, but I will live with a smoker

**Assignment Preferences and Rates** - Please rank your top three options from 1 – 3, with 1 being your first choice.

- Summer 2011 housing will be located in Buchanan Hall suites and in Frederiksen Court (FC) and Schilleter (SV) and University Village (UV) apartments. For more information, visit <http://www.housing.iastate.edu/>.
- Items marked \* are very limited and may not be available.
- Double as Single rooms offered only if space is available. Having a double as single for one term does not guarantee same for future terms. Extra furniture is not be removed.
- You must be 19 or older as of June 1, 2011 or a sophomore or above to be eligible to live in Frederiksen Court or SUV.
- All Buchanan Hall residents are required to select a 50, 75 or 100 Meal Block. **There are no exceptions to this requirement.**
- All SUV rates listed are for the specified term and are billed in full at the beginning of the summer. Monthly billing is available by written request. The deadline to request monthly billing for summer is April 15, 2011.
- All UV Townhouses are two bedroom.
- In UV SHARED units, each resident has a private bedroom.

| Rank | Preference                         | Session 1 Only | Session 2 Only | Trial Enrollment | Entire Summer |
|------|------------------------------------|----------------|----------------|------------------|---------------|
|      | Buchanan Double                    | \$619          | \$619          | \$712            | \$946         |
|      | Buchanan Single                    | \$743          | \$743          | \$856            | \$1136        |
|      | Buchanan Double as Single          | \$805          | \$805          | \$926            | \$1230        |
|      | FC 2 Bedroom – Shared              | \$496          | \$496          | \$571            | \$758         |
|      | FC 4 Bedroom – Private             | \$620          | \$620          | \$713            | \$947         |
|      | FC 2 Bedroom – Private *           | \$744          | \$744          | \$856            | \$1137        |
|      | UV Shared 2 Bedroom 1 Level *      | \$473          | \$473          | \$544.50         | \$723         |
|      | UV Shared Townhouse                | \$502.50       | \$502.50       | \$578.50         | \$768.50      |
|      | UV Shared Townhouse – Pet          | \$533          | \$533          | \$613.50         | \$815         |
|      | UV Shared Townhouse – Furnished *  | \$533          | \$533          | \$613.50         | \$815         |
|      | UV Private 1 Bedroom 1 Level *     | \$880          | \$880          | \$1013           | \$1380        |
|      | UV Private 2 Bedroom 1 Level *     | \$946          | \$946          | \$1089           | \$1446        |
|      | UV Private Townhouse               | \$1005         | \$1005         | \$1157           | \$1537        |
|      | UV Private Townhouse – Pet         | \$1066         | \$1066         | \$1227           | \$1630        |
|      | UV Private Townhouse – Furnished * | \$1066         | \$1066         | \$1227           | \$1630        |
|      | SV Family                          | \$1019         | \$1019         | \$1173           | \$1558        |

**Request for a specific building / room / apt. assignment:** \_\_\_\_\_

### Roommate Requests and Family Housing Occupant Listing

- For **single student housing**, if you do not request a roommate and you are assigned to a double room or shared apartment, a roommate will be assigned to you. Requests for single rooms, double as single rooms or private apartments are made on a space available basis and are not guaranteed.
- For **family housing**, the number of occupants is limited to five, to include no more than two adults and no more than three school aged children.

|    | Last Name | First Name | Birth Date | Relationship to Contractee |
|----|-----------|------------|------------|----------------------------|
| 1. |           |            |            |                            |
| 2. |           |            |            |                            |
| 3. |           |            |            |                            |
| 4. |           |            |            |                            |

**ISU Dining Information and Selection** – For more information on ISU Dining, please visit the ISU Dining Web site, <http://www.dining.iastate.edu>.

- For summer 2011, meals service begins with breakfast May 16 and ends with dinner August 6.
  - No meals will be served on May 30 and the dinner meal will not be served on July 4.
- The dining plan options available for summer 2011 are Meal Blocks.
  - Meal Blocks can be selected on this contract or in AccessPlus.
  - The summer 2011 Change/Cancel deadlines are:
    - May 20, 2011 for blocks that begin Session 1 and Full Summer
    - June 17, 2011 for blocks that begin Session 2 or Trial Enrollment.
  - Individuals are encouraged to use their meals as unused meals will not be reduced or refunded.
    - At the end of summer, unused meals roll over for use during fall. At the end of fall, unused meals roll over for use during spring. At the end of the spring semester, on the Monday following commencement, all unused meals expire.
- Buchanan residents are required to select a 50, 75 or 100 Meal Block. **There are no exceptions to this requirement.** Buchanan residents who do not make a selection on this contract will be automatically defaulted to the 50 Meal Block.
- Dining Dollar\$ (DD\$) are also available for summer and can be purchased anytime on AccessPlus.
  - Summer 2011 DD\$ will be issued May 12 or the date of purchase for DD\$ purchased after May 12.
  - Due to Federal Banking regulations, once DD\$ have been issued, they cannot be reduced or refunded.
    - ◆ At the end of summer, unused DD\$ roll over for use during fall. At the end of fall, unused DD\$ roll over for use during spring. At the end of the spring semester, on the Monday following commencement, all unused DD\$ expire.



| Meal Blocks - Please select one of the following:    | Cost  | Price per Meal | Available To                                      |
|--|-------|----------------|---|
| <input type="checkbox"/> 100 Meal Block – Best Value | \$933 | \$9.33         | All on-campus residents and off-campus students   |
| <input type="checkbox"/> 75 Meal Block               | \$707 | \$9.42         |   |
| <input type="checkbox"/> 50 Meal Block               | \$477 | \$9.54         |   |
| <input type="checkbox"/> 25 Meal Block               | \$241 | \$9.64         | FC and SUV residents and off-campus students only |