



For your convenience, sections of the Terms and Conditions are listed that relate to rates, charges, termination, release, and refunds. Please review the Terms and Conditions for the 2009 – 2010 academic year (September 7, 2009 – May 22, 2010 available at <http://housing.rit.edu>).

## RATES

The 2009–2010 room rates will be available on the RIT Housing Operations website at <http://housing.rit.edu> in March 2009.

## RENT AND CHARGES

### Break Week Rent

Housing rent rates for each quarter only cover periods when RIT is officially in session. Residents who remain in housing from fall to winter quarter and winter to spring quarter will not be assessed additional charges during quarter breaks. Residents who remain in housing during the quarter break period, but do not return for the following quarter, will be charged additional rent.

### Holiday Closing

Residence halls close at 8:00 pm on December 19, 2009 through 2:00 p.m. January 2, 2010 for the holiday vacation period. Residents must leave the residence halls during the holiday break.

### Termination Fee

A contract termination fee will be charged to the resident's student account if he/she remains a registered student and moves to non-RIT housing (includes parent/guardian's) after the official move-in day. In addition to the termination fee, the resident will also be held to the refund schedule (see "Refund Schedule" section).

### Residency Requirement

RIT requires that first-year freshmen entering RIT from high school live in the residence halls for their first academic year. Incoming freshmen whose credit hours rise above first year status due to AP courses or college courses taken while in high school continue to be bound to the residency requirement. First-year freshmen currently assigned to the residence halls wishing to commute (live with parent/guardian within a 30 mile radius) must be released from their residence hall contract. Please contact RIT Housing Operations for release procedure.

## CANCELLATION AND NO SHOW

### Cancellation before Fall Move-In

If the resident makes the decision not to attend RIT, to commute from his/her parent/guardian's home within a 30-mile radius of RIT, or move off-campus after submitting a housing contract, the resident must cancel his/her housing contract in writing to RIT Housing Operations by submitting a cancellation form by the appropriate quarter cancellation date listed below. Any resident who does not submit a cancellation form by the appropriate dates may be subject to a no-show fee (see "No Show Dates and Charges" section).

<b>Fall</b>	June 15, 2009
<b>Winter</b>	November 29, 2009
<b>Spring</b>	March 7, 2010

### No Show Dates and Charges

The resident's RIT housing will not be guaranteed if the resident does not pick up and sign out a housing key from RIT Housing Operations by the following dates for the start of each quarter. In addition, if the resident is a registered student and fails to sign out a housing key(s) by the following dates, a no-show penalty of \$300 will be placed on the resident's student account.

<b>Fall</b>	September 7, 2009
<b>Winter</b>	November 30, 2009
<b>Spring</b>	March 8, 2010

## CHECKING OUT OF HOUSING

The resident must follow the proper check-out procedure when vacating any/all types of RIT housing by completing the following steps:

- Complete and submit an Advanced Move-Out Notification form to RIT Housing Operations by the appropriate date.

<b>Fall 20091</b>	Must be submitted by October 9, 2009.
<b>Winter 20092</b>	Must be submitted by January 22, 2010.
<b>Spring 20093</b>	No Advanced Move-Out Notification form required; all 2009 – 2010 housing contracts terminate on May 22, 2010.

- Remove all personal items from the room/suite/apartment. Belongings not removed will be considered abandoned and will be discarded.
- Return the space to move-in condition as outlined in the cleaning instructions document available at <http://finweb.rit.edu/housing/forms/cleaninginstructions.pdf>.
- Return key(s) in a completed Key Return Envelope to either RIT Housing Operations office. Keys can be returned 24/7 via the drop boxes at each RIT Housing Operations office location.
- Failure to complete the check-out procedures above will result in the following charges:
  - \$85 Failure to return key(s) on move-out date.
  - Failure to move out on the move-out date will result in a \$100 per day charge for each day the resident stays beyond the move-out date.

## Prorated Rent Adjustments

RIT will adjust the rent amount for residents terminating their academic year contract and vacating housing as outlined below. Adjustments will be based on a per day basis through the day the resident's key(s) and Key Return Envelope are returned to RIT Housing Operations.

<b>Active Military Duty</b>	A student called to active military service.
<b>Academic Suspension</b>	Verified in writing from the academic department or the Registrar's Office.
<b>Medical LOA</b>	Verified by the Student Behavior Consultant Team.
<b>Co-op, Student Teaching, and Study Abroad</b>	Changes in co-op or program status verified in writing by the Co-op Office or academic department.
<b>Marriage</b>	Certified by a marriage certificate.
<b>Transferring</b>	Transferring within RIT housing.
<b>Graduation</b>	Verified in writing from the academic department.

## Partial Rent Adjustments

Applies for reasons not listed above in the Prorated Rent Adjustment section. Unused charge is determined by the number of weeks in the quarter minus the number of weeks the room/apartment/suite was occupied.

### Refund Schedule

The first week of classes – 90% of unused charge is refunded.

<b>Fall</b>	September 7 – 13, 2009
<b>Winter</b>	November 30 – December 6, 2009
<b>Spring</b>	March 8 – 14, 2010

The second week of classes – 75% of unused charge is refunded.

<b>Fall</b>	September 14 – 20, 2009
<b>Winter</b>	December 7 – 13, 2009
<b>Spring</b>	March 15 – 21, 2010

The third week of classes – 60% of unused charge is refunded.

<b>Fall</b>	September 21 – 27, 2009
<b>Winter</b>	December 14 – 20, 2009
<b>Spring</b>	March 22 – 28, 2010

The fourth week of classes – 50% of unused charge is refunded.

<b>Fall</b>	September 28 – October 4, 2009
<b>Winter</b>	January 4 – 10, 2010
<b>Spring</b>	March 29 – April 4, 2010

After the fourth week no adjustment is given. However, the Federal Government has required that residents receiving any Title IV federal funding who are in their first quarter at RIT be eligible for a prorated adjustment through the end of the sixth week of classes if they officially withdraw from RIT or take a leave of absence. For further information, contact the Student Financial Services office.

## Terminating a Housing Contract

Housing contracts are binding for a full academic year (fall, winter, and spring quarters). The resident can terminate a housing contract during the academic year by submitting an Advanced Move-Out Notification form to RIT Housing Operations by the appropriate quarter due date (see due dates for each quarter below). **IMPORTANT** – If the resident terminates the housing contract to move to non-RIT housing (including parent/guardian's home) and is still a registered student (full time or part time), a termination fee of one half a quarter's rent will be applied to the resident's student account. Residents who are leaving due to co-op and are registered with both their academic department and Cooperative Educational & Career Services will not be charged a termination fee. Current freshmen who are bound by the RIT residency requirement may not terminate their housing contracts to live in non-RIT housing.

<b>Fall 20091</b>	Advanced Move-Out Notices must be submitted by October 9, 2009. Resident must vacate no later than November 22, 2009.
<b>Winter 20092</b>	Advanced Move-Out Notices must be submitted by January 22, 2010. Resident must vacate no later than February 28, 2010.
<b>Spring 20093</b>	No Advanced Move-Out Notice required. All RIT housing contracts terminate and residents must vacate on May 22, 2010.