General Overview

This License Agreement is a legally binding contract from August 20, 2016 - May 20, 2017. It is not easily cancelled and most cancellation requests do not qualify for approval.

The dates of this contract are from:
August 20, 2016 - May 20, 2017

If you abandon your space, stop living on campus, or leave for any reason before May 20, 2017, you are STILL RESPONSIBLE TO PAY THE FULL cost of your room and board.

The ONLY exception is if you have received pre-approval in writing from the Office of Student Housing and Residence Life for cancellation. See Cancellation Policy for more details.

By electronically signing this License Agreement, you agree to comply with the Office of Student Housing & Residence Life Student Handbook, which can be found on the policy page of our website. You also agree to comply with any subsequent amendments to these policies.

Cancellation Policy

This License Agreement is binding and consistent with University Policy and Fair Housing Laws.

If you decide you want to cancel your License Agreement, you have to submit a written request to cancel. This can only be done by completing a “Request for Release from Student Housing License Agreement” form, which is available in our front office and online. We encourage you to include any supporting documentation along with your request. For example, if you are no longer enrolled at CSUB, attach a copy of your drop sheet. This will expedite the process. Please be aware that at least one face-to-face meeting is required for your request to be considered, and the process can take several weeks.

You will still be charged for room and board during the time that your request is being considered, regardless of whether or not it is approved. If your request is denied, you’re still required to pay the full amount of your License Agreement, both room and board, and your space is still considered yours, even if you do not regularly stay there.

If your request is approved, you will be notified via email and you will receive checkout instructions. All approved requests to cancel will include a non-negotiable $400 cancellation fee that will be posted to your University account.

Whether or not your request is approved or denied will be based on the following standards, with appropriate verification:

1. Cancellation Before Check In (Moving In)
Cancellation request must be received through your application portal by the following dates, according to the term, or you will not receive the $300 down payment back.

FALL 2016: July 15, 2016

If you do not live on campus for the Fall of 2016 and apply to move in for Spring 2016, the deadline to cancel and receive the $300 down payment back is December 15, 2016. Applications received after these dates are not eligible for refund.
You can still request to cancel your application after these dates, if you have not yet checked in, and be approved. However, you will not receive the $300 down payment back.

2. End of Student Status
This is applicable to students withdrawing from classes, transferring to another university, studying abroad, graduating seniors, and one semester National Student Exchange students. Once your request is approved, a Registration Hold will be placed on your student account preventing you from registering for classes at CSUB for the remainder of the academic year.

3. Marriage, Childbirth, or Domestic Partnership
An official copy of the marriage certificate or domestic partnership declaration is required.

4. Hardship – Financial, Emotional, Medical
For all requests to cancel due to financial hardship, all students must first explore what financial aid options they have with the Office of Financial Aid. Any aid that is available, including all loans/Parent Plus loans, are considered a resource. If you have resources available that meet your financial need, your request will not be considered.

If you do not have any other Financial Aid available, you must provide a letter stating how and why your financial status has changed drastically from when you signed your License Agreement for housing. The cost of housing will not increase during the life of your License Agreement. By signing, you are agreeing to pay the amount associated with both your room and board. For any claims of drastic change, you must provide official supporting documents. Letters, bank statements, bills that have been consistent over the duration of your agreement, are not considered supporting documents.

For all requests to cancel due to medical/emotional hardship, you must provide medical documentation, such as a letter from a doctor, stating clearly why the residence halls are not an environment for you to live in, and how the facility directly impacts your medical/emotional health. We ask that the medical provider also outline what you need in order to be successful in a living environment. This letter must be on letterhead and there must be a phone number provided that we can call to verify. Please note that this will also require you to sign a release with your doctor that will permit him/her to speak with us. We will make any reasonable efforts necessary to accommodate you.

Whether or not your hardship qualifies for cancellation is up to the sole discretion of the Office of Student Housing & Residence Life.
California State University, Bakersfield  
Student Housing and Residence Life  
2016-2017 Academic Year License Agreement  

This contract is for a space in Student Housing, however completing it and submitting your $300 down payment does not guarantee your room selection or space for the 2016-2017 academic year. Your room selection will be considered a preference but it is possible that you could be reassigned, or that you could be denied housing. California State University, Bakersfield’s Office of Student Housing and Residence Life reserves the right to take into consideration your character, academic and behavioral record, criminal record, or any other pertinent information to edit your room assignment, or to grant or deny you housing. You are required to disclose any criminal convictions or charges against you for violent offenses, sexual offenses, offenses against minors, and/or offenses that are punishable as a felony, unless they have been specifically exempted from disclosure by a court order.

### Fees Outline

#### Student Housing East (SHE)

<table>
<thead>
<tr>
<th>Room Type</th>
<th><em>Fall 2016</em></th>
<th><em>Spring 2017</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Double</td>
<td>$4,411.60</td>
<td>$4,411.60</td>
</tr>
<tr>
<td>Triple</td>
<td>$3,564.40</td>
<td>$3,564.40</td>
</tr>
<tr>
<td>Single</td>
<td>$5,410.00</td>
<td>$5,410.00</td>
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*Activity Fee Included*

#### Meal Plan

<table>
<thead>
<tr>
<th>Semester</th>
<th>Fall 2016</th>
<th>Spring 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,482.34</td>
<td>$2,482.34</td>
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#### Fees Due**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Fall 2016</th>
<th>Spring 2017</th>
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<tbody>
<tr>
<td></td>
<td>9/1/2016</td>
<td>2/1/2017</td>
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</table>

**If you are unable to pay your fees in full by the above due dates, please consider a payment plan.
Fees Outline

Student Housing West (SHW)
Upper Class, Graduate, 25 & Older Only

Room Cost

<table>
<thead>
<tr>
<th></th>
<th>*Fall 2016</th>
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<tbody>
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Meal Plan

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<th>Spring 2017</th>
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<tbody>
<tr>
<td></td>
<td>$1,999.20</td>
<td>$1,999.20</td>
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Fees Due*

<table>
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<tr>
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</tbody>
</table>

Fees

Your right to occupy a space is based on your agreement to pay for that space. By signing this agreement, you are agreeing to pay for room and board from August 20, 2016 (or after, if you checked in after the start of Fall semester) until May 20, 2017, unless the agreement is terminated as outlined. Failure to pay your fees could impact your status as a CSUB Student.

The rental rate (room and board) for Student Housing East (SHE) is:

Double: $57.54 per day
Triple: $50.48 per day
Single: $65.86 per day

The rental rate (room and board) for Student Housing West (SHW) is:

Single: $53.48 per day

Each student is required to pay a $10.00 activity fee per semester, in addition to the rental rate.

Your rental of a space for the academic year does not allow you to invite or allow any outside vendors to utilize University property or to host any events. If you are interested in hosting an event, please contact our Conference Services Coordinator at 661-654-3022 for options and pricing.

This License Agreement is subject to regulations included in Title 5 of the California Code of Regulations, Sections 42000-42101.
**Financial Aid**

If you receive Financial Aid, you agree to have your Financial Aid (Grants, Scholarships, Loans, etc.) credited to your account to satisfy the balance due.

*LACK OF FINANCIAL AID IS NOT A FACTOR FOR NON-PAYMENT OF HOUSING FEES.*

**Treatment of Indebtedness**

If you do not pay your room and board fees, Student Housing and Residence Life could withhold services pursuant to Section 42380, et seq., Title 5, California Administrative Code. This means that you won’t be able to get a copy of your official transcripts, you will not be able to register for classes, and money could be taken out of your paychecks, loans, grants, or scholarships. Future income tax refunds or rebates can also be taken to pay towards the outstanding debt. If any legal action is used to collect unpaid obligations, such as use of a collection agency to retrieve payment, legal fees, court costs, etc., those fees could be passed on to you, requiring you to pay them in addition to the outstanding balance.

**Refunds**

Student Housing and Residence Life will only authorize refunds as outlined in Title 5 and the Office of Student Housing and Residence Life Protocols.

If you request to cancel this agreement, and that request is approved, your account will be prorated beginning the day after you move out and fully vacate the space.

**Cancellation of License Agreement by Student Housing and Residence Life**

Student Housing & Residence Life may cancel this License Agreement, which will require you to move out, for any of the following reasons:

1. In the event of misconduct listed in Section 41301, Title 5, California Code of Regulations.
2. If you do not maintain your status as a full-time student.
3. If you breach any term or condition of the License Agreement (if you don’t follow the agreement), including failure to pay your Housing fees.
4. Administrative necessity of the University.
5. If you cause harm, or threaten harm to another student, staff member, community member, or yourself.

Any revocation, or cancellation, of this agreement by Student Housing & Residence Life will be sent to you in writing. If you are evicted, or removed from Student Housing due to judicial sanction, you will not receive any refunds. You will still be required to pay the full amount of your housing contract.

**Abandonment or Termination by Student**

If you move out, stop occupying your space, or only occupy your space for part of the time between August 20, 2016 - May 20, 2017, you will still be charged for the full amount of room and board for the academic year, unless this contract is terminated as permitted in this agreement.

If you request to cancel, and your request is approved, you will be provided with a checkout packet and instructions. If you are denied, and you move out anyway, you will still be charged for the full amount of room and board for the academic year.

If you do not pay your room and board fees on time, or if you do not fulfill another requirement outlined in this agreement, the Office of Student Housing and Residence Life will contact you in writing. You will be given 5 days to resolve the issue, either by paying your fees or by fulfilling the requirement in question, or a formal eviction process will begin. If you abandon your space, or leave without approval from Student Housing & Residence Life, your space will be checked and any necessary damage fees and/or charges...
for removal of any items left behind will be added to your student account. Student Housing & Residence Life will store your items for no more than 30 days from the filing date of the eviction process. If you do not come to claim and collect your items within that 30-day period, Student Housing & Residence Life will dispose of them.

Policy

Student Housing and Residence Life reserves the right to establish additional rules or policies as we see necessary based on issues related to the safety, care and cleanliness of our community, and for the general good of the community and its members.

Communication

Student Housing and Residence Life will communicate with you regularly via electronic mail (e-mail) messages sent to your CSUB email. This is our primary method of communication to students and it is your responsibility to read, review, and respond to those messages.

Also, students by signing this agreement, you agree to have your name, e-mail address, and telephone number made available to your assigned roommate/suitemates, as well as potential roommates. If you do not want your information released, please e-mail us at housing@csub.edu.

Your Room

Student Housing & Residence Life is granting you ONE (1) bed space within the housing facility from August 20, 2016 (or later, if you checked in after the start of fall semester) until May 20, 2017, unless this agreement is terminated as outlined above.

You are required to vacate the housing facility on May 20, 2017, or upon revocation of this License Agreement, whichever happens first. If you leave before May 20, 2017, you will still be charged for room and board until May 20, 2017, unless your contract is terminated as outlined above.

An improper check-out fee of $100 may be assessed if you do not follow the appropriate check out procedures outlined in the Student Handbook.

A failure to vacate fee may be assessed between $250-$500 per day if you do not vacate by or on the date this contract is terminated or cancelled according to procedure.

You may not sublet your space to anyone.

Room Assignment Changes

After Check In, if you want to change your room assignment, you have to follow the Room Swap process. Please contact your community front desk, for more details. The Student Housing East (SHE) front desk is located in the SHE Community Center. The Student Housing West (SHW) front desk is located in the lobby of Rivendell Hall.

For safety and security, we have to have accurate records of where all students are assigned. Keep in mind that any request is subject to approval.

Keys

Do not duplicate your mailbox key.

You may not install, or change, any locks on the premises.

You will be charged a fee for lost mailbox keys ($50) or lost temporary access keys ($10).

You will be charged $10 for each lock-out of your room. You must show photo ID to be let into your space.

You are responsible for your CSUB Student ID. If you lose or damage it, you are required to replace it, including paying the fee for the new card.
Maintenance and Cleaning

You are required to keep your living spaces clean and free of damages.

You will be charged after you have vacated the space for excessive damages above normal wear-and-tear.

Spaces must be free of objectionable odors.

You may not alter living spaces without the permission of the Student Housing and Residence Life Office.

You may not possess any highly flammable materials, firearms, ammunitions, fireworks, explosives, dangerous weapons, items that resemble weapons, or any other materials or instruments which pose a risk of damage, threat, or injury (including, but not limited to, hover boards, self-balancing scooters, or smart boards).

Right of Entry

Student Housing & Residence Life has the right to enter any space licensed to you in the case of an emergency, health, safety, maintenance, management of applicable rules and regulations, or for any other lawful purpose.

Student Housing & Residence Life will exercise these rights reasonably and with respect for your right to be free from unreasonable searches and intrusions into study or privacy. Advance notice will be given for non-emergency maintenance or inspections.

Guests

Guests are only allowed, if approved, as outlined in the Guest policy in the Office of Student Housing & Residence Life Student Handbook, which can be found on the policy page of our website. You may be subjected to fines and judicial hearings for unapproved overnight guests.

Student Housing and Residence Life is not responsible or liable for any loss, damage, or destruction of property belonging to you or your guests during their stay.

Pets

The only allowable pet in student housing is fish that are fully submerged in water in a tank of not more than 10 gallons in size. If you are discovered to have any other animals in student housing, you will be charged $100 per day so long as the pet remains in your space. You will also be referred to the Office of Student Rights and Responsibilities.

Service Animals

Service animals that are registered with Services for Students with Disabilities are permitted in Student Housing following approval of a formal request made to the Student Housing and Residence Life Office.

Destruction or Unavailability

In the event that your space is destroyed, or becomes untenable, as the result of conditions not reasonably foreseen at the time this License Agreement is made, you are entitled to a prorated refund of any fees applicable to periods after you were required to vacate. Such conditions include but are not limited to: damage caused by floods, slides, fire, earthquake, other natural disasters and vandalism; civil disorder; compliance with state or federal law; or unanticipated interruption of basic services. If any of these should occur, you will be notified in writing within fifteen (15) days after the occurrence, except in cases where the damage or destruction is a result of the actions, abuse or negligence of you, your guests, or your invitees. If the damage is the result of any of those actions, then you could be financially responsible for all, or part, of the fees associated with returning the space(s) to how they were prior to the damage/event. In addition, your License Agreement could be terminated, and – if a policy violation is implicated – you could be referred to the Office of Student Rights and Responsibilities.
Renter’s Insurance Policy

We advise that you get a renter’s insurance policy to cover any personal losses or losses sustained by you or any of your guests. Student Housing and Residence Life does not assume liability for loss, damage, fire, or theft of your personal property, or the property of your guests, regardless of the circumstances of the loss.

Student Housing and Residence Life does not insure residents for any personal injury or property damage including, but not limited to, anything caused by the act or omission of any other third party, by any criminal act or activity, war, riot, insurrection, fire, flood, earthquake, or any natural disaster.

As a material term of this License Agreement, you indemnify Student Housing and Residence Life for any liability for personal injuries or property damage caused by your actions, the actions of your guests, or other residents and/or their guests.

Attorney’s Fees and Court Costs

In the event that the Office of Student Housing and Residence Life has to formally evict you, any related filing fees, service fees, or court costs will be added as rent due on your myCSUB account.

Should such eviction take place, you will be obligated to reimburse Student Housing and Residence Life for these expenses, unless an appropriate contrary order or final judgment is filed by the court.

Indemnification

In furtherance of the indemnification mentioned in the Renter’s Insurance section, you agree that Student Housing and Residence Life, and its officers, agents, and employees are not responsible for any loss, damage, or liability that may be suffered or incurred as a result of your actions or activities, provided, however, that any such loss, damage, or liability did not arise from the negligent or intentional conduct on the part of Student Housing and Residence Life, its officers, agents, or employees.

Certification

By signing your name below in the, you certify that the application filed in connection with this License Agreement is true and correct. Your signature also certifies that you have read, understand, and agree to comply with the terms and conditions of this License Agreement and the Office of Student Housing & Residence Life Student Handbook, which can be found on the policy page of our website.

You also certify that you have never been excused or evicted from any University Housing. You agree to pay all costs and fees, including court costs and reasonable attorneys’ fees incurred by Student Housing & Residence Life in the collection of any money due under this License Agreement and/or in the enforcement of any terms and conditions of this License Agreement.

Student Signature: _______________________________  Date: _______________

Signature of Parent/Legal Guardian _______________________________  Date: _______________

(if student is under 18 years of age)