

THE UNIVERSITY OF WEST ALABAMA  
L I V I N G S T O N

# Transfer Student Housing Application 2015 – 2016

*This application is only for new residents who will have at least 24 semester credits when they move on campus.*

*If more than 50% of your college credits are from AP and/or credits earned prior to graduation from high school, you must complete the Freshman Housing application.*



## Hoover Apartments Phase I – \$2,610\*

Located near the Student Union Building, Hoover – Phase I is an apartment community for sophomores and above. Each furnished two-bedroom apartment consists of double (two-person) bedrooms, two bathrooms, a living room and a kitchen. Each kitchen is equipped with a refrigerator and an oven/stove.

## Hoover Apartments Phase 2 – \$2,950\*

Located near the Student Union Building, Hoover – Phase 2 is an apartment community for sophomores and above. Each furnished four-bedroom apartment consists of single (one-person) bedrooms, two bathrooms, a living room and a kitchen. Each kitchen is equipped with a refrigerator, dishwasher and an oven/stove.

## Stickney Hall • \$1,960\*

Located near Bibb Graves Hall and the Library, Stickney Hall is a suite-style residence hall for sophomores and above. Stickney Hall consists of furnished two and three person rooms. Each room

is equipped with a private bathroom, refrigerator and oven/stove.

## Reed Hall • \$2,200\*

Located near the Student Union Building and Wallace Hall, Reed Hall is a suite-style residence hall for sophomores and above. Reed Hall consists of furnished two-person rooms. Each room is equipped with a private bathroom, mini-fridge and stovetop.

## Selden Hall • \$2,470\*\*

Selden Hall is a traditional residence hall with community bathrooms. It is used as an “overflow” residence hall when all of the other residence halls fill up. Students assigned to Selden Hall will be re-assigned to other residence halls as spaces become available.

**\*\* If a Selden resident is required to remain at Selden Hall for the entire fall semester, the student will receive a rebate to reflect the actual cost of Selden Hall, which is \$1,760.**

## Patterson Hall • \$2,050\*

Located near Wallace Hall and the cafeteria, Patterson Hall is a suite-style residence hall for sophomores and above. Patterson Hall is the Academic Honors Living-Learning Community. For this reason, assignment priority is given to members of the Honors Program and students with at least a 3.50 cumulative grade point average. Patterson Hall consists of furnished two-person rooms. Each room is equipped with a private bathroom, refrigerator and oven/stove.

**\* The room rates listed above are per person, per semester. Although these are the projected rates for the 2015–16 school year, all rates are subject to change without notice.**

## When to Apply

You are encouraged to apply for campus housing as soon as you have applied for admission to the University. However, if you do not meet the requirements for unconditional admission to the University, you should wait to apply for housing until you know if you will be eligible to enroll at the University.

For fall semester, first priority in assignments is given to housing applications received by February 15<sup>TH</sup>. Second priority is given to applications received by April 1<sup>ST</sup>. You may still apply after April 1<sup>ST</sup>, but space will be limited. Persons applying after April 1<sup>ST</sup> may be assigned to Selden Hall for the fall semester.

## Campus Dining

### 19 Meal Plan • \$1,228\*

This plan allows you to focus on your school activities and guarantees a meal without the hassles of shopping, cooking, or cleaning. After all, you don't need to wonder where your next meal is coming from. This meal plan allows you to eat every meal offered at **The CAF**: 3 meals a day during the week, and brunch and supper on Saturdays and Sundays.

### 14 Meal Plan • \$1,068\*

This plan is recommended for students who want to eat out occasionally, but plan to eat at **The CAF** for a majority of majority of their meals. All first-year freshmen, and students that live in a residence hall room without kitchen facilities, are assigned this meal plan unless they select the 19 meal plan.

### 9 Meal Plan • \$886\*

This meal plan is geared towards students that enjoy doing their own cooking, especially residents of Hoover Apartments. By selecting this plan, students can still get together with friends at **The CAF** a few times each week. Residents of Hoover Apartments, Reed Hall, Stickney Hall, and Patterson Hall are assigned to this plan unless they select the 14 or 19 meal plan.

**\*The meal plan rates listed above are the semester rates for the 2014-15 school year. Rates increase approximately 4% each year, though all rates are subject to change without notice.**



# 2015-16 Transfer Student Housing Application

By signing this agreement, the below named person hereby requests to be assigned a space in the University of West Alabama's residence halls and agrees to pay rent, at the rates established by the University, by the dates specified. The applicant understands that this legally binding agreement may not be cancelled without approval of the Director of Campus Life and Housing. If there is a cancellation without approval, obligation to pay rent for the semesters in which enrolled during the agreement period will be continued. Upon acceptance of this agreement, the University agrees to provide housing accommodations for the specified period, subject to the terms and conditions of the agreement. All rates are per person, per semester.

## OFFICE USE ONLY

Date: \_\_\_\_\_

App. Fee

Deposit

### 1 AGREEMENT PERIOD (check only one):

- Fall 2015 **AND** Spring 2016     Spring 2016 **ONLY**     Summer 2016

*This applications is for transfer students applying for the 2015-16 school year only. If you wish to apply for a term that is not listed, or you are not a new transfer student, please contact the Housing Office at 205-652-3686 to request the appropriate application.*

### 2 PERSONAL INFORMATION (please print clearly)

LAST NAME		FIRST NAME		MI
STUDENT NUMBER or SOCIAL SECURITY NUMBER [ ][ ][ ] - [ ][ ][ ] - [ ][ ][ ][ ][ ]			GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
STREET ADDRESS OR POST OFFICE BOX			CITY	
STATE	ZIP CODE	DATE OF BIRTH (MO/DAY/YR) ___/___/___	AGE	E-MAIL ADDRESS
(AREA CODE) HOME PHONE NUMBER			(AREA CODE) CELL PHONE NUMBER	
ANTICIPATED UWA CLASS STANDING AT THE BEGINNING OF THE AGREEMENT PERIOD:				
<input type="checkbox"/> FRESHMAN	<input type="checkbox"/> SOPHOMORE	<input type="checkbox"/> JUNIOR	<input type="checkbox"/> SENIOR	<input type="checkbox"/> GRADUATE STUDENT
HAVE YOU LIVED ON THE UWA CAMPUS PREVIOUSLY?				
<input type="checkbox"/> NO	<input type="checkbox"/> YES	When did you last live on campus? _____		

### 3 PREFERRED ROOMMATE AND/OR SUITEMATE (optional)

If you would like to request a specific person as your roommate, please print your roommate's information here. Your requested roommate must also request you on his/her application for the request to be considered. If your preferred roommate already lives on-campus, he/she must notify the Housing Office of his/her request. *If you do not request a roommate, you will be matched with another student, without regard to race, color, national origin, or religion, unless you request and are assigned to a single room.*

LAST NAME		FIRST NAME		MI
STUDENT NUMBER or SOCIAL SECURITY NUMBER [ ][ ][ ] - [ ][ ][ ] - [ ][ ][ ][ ][ ]			CURRENT UWA RESIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO	

### 4 OTHER ROOMMATES/APARTMENT MATES (if applying for a Stickney Triple and/or Hoover):

1.	LAST NAME	FIRST NAME
2.	LAST NAME	FIRST NAME
3.	LAST NAME	FIRST NAME

### 5 DISABILITY-RELATED NEEDS

*If you have a physical or psychological condition that may require special housing accommodations, please check the box below so that we can contact you for more information.*

I have a disability need. Please contact me.

### 6 ROOMMATE MATCHING

*Please give one answer for each question. This section must be completed even if you are requesting a specific roommate or a single room.*

- How old are you?  
 A. 17-18     C. 21-23  
 B. 19-20     D. 24 or over
- What time do you plan to go to bed on weekdays?  
 A. after 1 a.m.  
 B. by midnight  
 C. before 11 p.m.
- If you have the option, what time will your first class begin?  
 A. 8:00 a.m.     C. 10:10 a.m.  
 B. 9:05 a.m.     D. 11:15 a.m.
- Describe your preferred study environment:  
 A. I like to have music or the TV on.  
 B. My room needs to be quiet.  
 C. I do not plan to study in my room. I will study at the library.
- How would your friends describe you?  
 A. very talkative  
 B. sociable  
 C. quiet and shy
- Describe your current bedroom.  
 A. very organized  
 B. casual  
 C. messy
- Although smoking is not permitted inside the residence halls, we attempt to place smokers together because of potential allergies.  
 A. I smoke frequently  
 B. I smoke occasionally  
 C. I never smoke  
 D. I am allergic to smoke
- How do you feel about sharing your things?  
 A. My roommate can use my things  
 B. I will share most things if my roommate asks first  
 C. I do not want my roommate to borrow my things
- What is your favorite type of music? (select only one)  
 A. Country     G. Rap  
 B. Hard Rock     H. Hip-Hop  
 C. Classic Rock     I. R&B/Soul  
 D. Alternative     J. Christian  
 E. Rock     K. Classical  
 F. Pop/Top 40     L. Jazz
- What is your opinion regarding the drinking of alcohol?  
 A. I approve of its use.  
 B. I approve, if used in moderation.  
 C. I do not approve of its use.  
 D. I am offended by people who drink alcohol.

*This is for matching purposes only. The use and possession of alcohol is prohibited on the UWA campus.*

continue on back

## 7 SPECIAL PROGRAMS

Have you been recruited by a varsity sport or special program at UWA (band, cheerleading, etc.)?

 No

 Yes

\_\_\_\_\_  
Name of Sport or Program

## 8 PREFERRED RESIDENCE HALL ASSIGNMENT

Rank your preferences, from 1 – 6, for the residence hall options listed below, with “1” being your first choice, “2” being your second choice and so forth. Your priority for building assignment will be based on the date that your completed housing application is received, your cumulative GPA and your credit hours earned. You **MUST** include an unofficial copy of your college/university transcript and a check/money order for \$140 with your housing application. Your Housing application will not be considered “complete” until the Housing Office has received your unofficial transcript and \$140 application fee.

**PLEASE NOTE:** Fall semester applicants that complete their applications after April 1st may be assigned to Selden Hall, a traditional residence hall.

 Hoover - Phase 1 (double)

 Hoover - Phase 2 (single)

 Patterson (Double)

 Reed (Double)

 Stickney (Double)

 Stickney (Triple)

## 9 PREFERRED MEAL PLAN (check one)

 09 Meals per Week

 14 Meals per Week

 19 Meals per Week

10 Do you have any pending criminal charges or have you ever been convicted, plead guilty, plead no contest, received probation, deferred adjudication, court-ordered supervision or pre-trial diversion for a felony, or for a misdemeanor involving violence or sexual misconduct?

 No  Yes

Have you ever been found responsible for a non-academic disciplinary violation at a college, university, or other post-secondary institution that resulted in your removal from campus housing and/or your suspension or expulsion from the institution?

 No  Yes

## 11 SIGN AND DATE

Please read the terms and conditions of this agreement that are printed on the next page before you sign it. By signing this application, you acknowledge that you have read and understand this document, and that you accept the terms and conditions set forth in this agreement. By signing this document, you also verify that the information furnished on this agreement is accurate and up to date.

Student Number or Social Security No.    -   -

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Age: \_\_\_\_\_ \*

Parent or Guardian's Email Address: \_\_\_\_\_

\*Students must be at least 17 to live on campus. The space below must be signed by a parent or guardian if the student is under 19.

Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 12 RETURN YOUR APPLICATION

### STEP ONE

Once you have completed the housing application, check the information and make sure the application is filled out completely. We encourage you to keep a photocopy of your application and your deposit check for your records.

### STEP TWO

Priority in building assignment for transfer students and current UWA residents is based on each student's grade point average and hours earned. Therefore, you must include an unofficial copy of your college or university transcript with your housing application.

### STEP THREE

Return the housing application and a copy of your transcript with a check or money order for \$140 to the address below. Checks and money orders should be made payable to "The University of West Alabama." **Do not send cash.** The \$140 consists of a \$100 security deposit and \$40 non-refundable application fee. All applications received without the \$140 will be returned.

Housing Office

Station 26 • The University of West Alabama  
Livingston, Alabama 35470

### STEP FOUR

Wait to receive a post card from the Housing Office. This is your confirmation that we have received your application. If you don't receive a post card or letter from the Housing Office within two weeks, please call us at (205) 652-3686 to make sure we received your application.

### OFFICE USE ONLY

DBGI	DBHO	SLHO2	DBPA	DBRE	DBST	DBSE	SLST	9MLP	14MLP	19MLP		
_____ SU	_____ 4W	SL	_____ DB	_____	_____	_____	_____	9MPS	14MPS	9MP4	14MP4	
ROOM #:	_____	A	C	T	L	_____	_____	A	C	T	L	_____

The University of West Alabama does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, or sexual orientation in employment or the provision of services.

The purpose of this document is to establish the agreement between the applicant (STUDENT) and the University of West Alabama (UNIVERSITY) with regard to the student living in University Housing. The terms, conditions and responsibilities are stated below. In addition, the student is subject to all policies listed in the Student Handbook, the Residential Life Guide and the University Catalog:

### **I. Terms Governing This Agreement**

1. All questions on the Housing application must be answered honestly and completely. Failure to do so may result in denial or termination of campus housing.
2. The student is required to indicate whether he/she has been involved in criminal and/or disciplinary matters. All criminal behavior and disciplinary violations will be reviewed on a case-by-case basis. The University may deny campus housing to a student who has a criminal and/or disciplinary history that presents a risk to the residence hall community.
3. Current UWA students and transfer students must have at least a 1.8 cumulative grade point average when they apply for housing. If a current resident's GPA drops below a 1.8, the resident may remain on campus for the remainder of the agreement period, if enrolled, but may not re-apply for housing for a new school year until the GPA is at least a 1.8. Students may request a waiver of this policy by contacting the Director of Campus Life and Housing.
4. The student must be at least 17 years of age to live on campus.
5. The student is prohibited from having pets in the residence halls and campus apartments. This includes all animals, reptiles and birds.
6. Students are subject to meal plan charges as long as they are being charged for a residence hall space on campus. All first-year freshmen, and students that live in a residence hall room without kitchen facilities, are required to have a 14-meal plan. A 9-meal plan is required of all other residents. Hoover residents that have lived on the UWA campus at least two semesters are exempt from the meal plan requirement.
7. Under this agreement, the student is entitled to the use of his/her assigned space and the facilities of his/her residence hall/apartment.
8. All new students are required to pay \$140 when they apply for housing. This consists of a \$40 non-refundable application fee and \$100 security deposit. Current students that already have a \$100 deposit on file are only required to pay the \$40 non-refundable application fee.
9. This agreement, with appropriate signature(s) and payment, is effective from the date of the University's acceptance of this agreement until the end of the agreement period noted on the application. The University's acceptance of this agreement is indicated by notice of building assignment. It shall be a part of the agreement that in order for a student to be eligible for or continue to reside in University housing, the student must be enrolled at the University on a full-time basis unless a waiver is given by the Director of Campus Life and Housing. It shall also be part of this agreement that upon a student's failure to enroll for classes on a full-time basis (unless waived), or upon a final decision by the University to expel, suspend or administratively withdraw a student for academic, misconduct or disciplinary reasons, or for any other breach of the terms of this agreement, the student's housing assignment will terminate and the student will be required to vacate the premises within 48 hours.
10. All Housing agreements are entered for a specific agreement period: (1) an academic year, which consists of the fall and spring semester, (2) only the spring semester and (3) only the summer semester. Students may cancel their fall/spring housing agreement without penalty (except for the \$40 non-refundable application fee) until May 31st (spring contracts: November 15th, summer contracts: April 15th). If a student cancels after May 31st (spring: November 15th, summer: April 15th) but prior to receiving access to his/her room and by July 31st (spring contracts: December 10th, summer: May 15th), the student forfeits the \$40 application fee and the \$100 deposit. If a student cancels after July 31st (spring: December 10th, summer: May 15th), but by Registration Day, the student forfeits the \$40 application fee, the \$100 deposit, and is also charged a \$150 cancellation fee. Cancellations after occupancy, or after Registration Day, whichever occurs first, require written approval from the Director of Campus Life and Housing. Unless approved, the student will be charged rent for the entire length of the agreement period. If approved, the student forfeits the \$40 application fee, the \$100 deposit, and is charged a \$250 cancellation fee. Rent is refunded on a prorated basis, effective the end of occupancy. The cancellation fee will be waived for students that are suspended for academic reasons or not admitted to the University, **PROVIDED** the student notifies the Director of Campus Life and Housing in writing of his/her academic status and ceases occupancy by the first day of classes for the current semester (See Section III, paragraph 2 below).
11. Students requesting to be released from this agreement must fill out a "Housing Agreement Release Form". Fall residents released for the spring semester are subject to deposit forfeiture and a \$250 cancellation fee unless released for the following reasons: not enrolling, graduation, out-of-town internship and student teaching.
12. Anyone that is eligible for a refund of the deposit must send a written request for a refund to the Housing Office within 275 days after cancelling their agreement or moving out of the residence halls. Otherwise, the deposit will be forfeited.

### **II. Conditions of Withdrawal**

1. Withdrawing from the University results in automatic release from the Housing agreement, effective the date that the Housing Office is notified in writing of the withdraw or date that the room key is returned to the Housing Office (whichever occurs last), unless the student is administratively withdrawn from the University. Students that are required to move off campus for disciplinary reasons, students who are administratively withdrawn from the University and students that are suspended or expelled from the University for conduct reasons will not generally be released from the terms of this agreement.
2. The student is required to vacate his/her assigned space within two (2) days of withdrawal. The student's failure to provide written notification to the Housing Office of withdrawal from the University will result in the student's continued responsibility to pay Housing charges hereunder, despite his/her having vacated the premises, until official notification of withdrawal is received, or until the agreement is cancelled by the Housing Office.
3. This agreement may not be terminated without approval of the Housing Office. In the event of termination without approval, obligation to pay rent will continue during the agreement period.
4. **Notice of Withdrawal and/or Cancellations of Housing Must Be Made In Writing Directly To The Housing Office.** Notices made to the Registrar's Office or other University offices do not constitute official notice of the withdrawal from, and/or cancellation of, housing accommodations.

### **III. Conditions of Agreement**

1. The University's acceptance of the agreement does not guarantee assignment to a particular type of accommodation (hall or room) or final admission to the University. The preferences indicated in this agreement are only preferences and room requests cannot be guaranteed. Assignment is contingent upon final acceptance for admission.
2. Occupancy shall begin when the student is provided access to his/her room, and shall terminate when the student has moved out of the room, removed his/her property from the room and has had his/her room inspected and key collected (if applicable) by the Director of Campus Life and Housing or his designee. Termination of occupancy does not imply a release from the Housing Agreement and the obligation to pay for the room and meal plan. (See Section I, paragraph 10 above).
3. The Director of Campus Life and Housing or his/her designee reserves the right to require changes in room assignments in order to maintain an educational environment conducive to intellectual and personal growth after due notice to the student.
4. The Director of Campus Life and Housing or his/her designee reserves the right to require changes in room assignments, i.e., consolidation, in order to insure maximum utilization of space and resources. Students who lose a roommate, or were not assigned a roommate, will be given the option to use a room as a single when space will permit. The private room rate is one and a half times the standard rate, unless otherwise noted.
5. Authorized University personnel may enter individual student rooms without the resident's permission for maintenance and housekeeping purposes, fires and safety inspections, and inspection for damage. General room inspections will be conducted periodically. When University personnel have reasonable belief that a violation of University, state, or federal policy is in progress, and/or for other emergency purposes, they may enter a student's room without notice.
6. This agreement may be cancelled or terminated by the University, and room assignments may be changed in the interest of order, discipline, health, safety, security, maximum utilization of facilities, or for the occupant's failure to pay rental charges. The University shall have the right to change or modify the terms of conditions of this agreement as the University so determines.
7. Rooms may be occupied **ONLY** by students to whom they are assigned. Violators will be considered in breach of this agreement. Rooms may not be sublet to other persons. Room and building changes may be made only **AFTER** written approval from the Director of Campus Life and Housing or his designee. Appropriate monetary charges will be assessed and/or disciplinary action will be taken against students that change rooms and/or buildings without prior written approval.
8. Rooms are to be kept clean and orderly at all times. Failure to do so will be considered a breach of this agreement. Charges will be made for damages to, unauthorized use of or alterations to rooms, equipment, locks, or buildings and for special cleaning necessitated by improper care of rooms or equipment. Students are jointly responsible for care of public areas and equipment and may be charged for damages and special cleaning in public areas or on the floor or in the section of the building where their assigned rooms are located.
9. Rooms must be inspected by the student's resident assistant (or hall director) prior to checking out of the residence hall. Failure to check out properly may result in forfeiture of the housing deposit.
10. Students are responsible for knowing and adhering to the University regulations and procedures as set forth in the Residential Life Guide, Student Handbook, and University Catalog. All administrative procedures relating to student conduct and/or student housing, as well as other University publications also apply. Residents are responsible for the actions of their guests and will be subject to disciplinary action if their guests violate any policies or regulations.
11. The student shall use the demised premises exclusively for residential purposes, under penalty of forfeiture and damages.
12. The University, as well as its representatives, employees, and agents, shall not be liable for, and the student expressly waives, all claims for loss, injury or damages to the student's person or property, or to any other occupant, visitor, patron or guests of the student, resulting from failure to repair or maintain any part of the building, its equipment or appurtenances, the student's room or any common areas, any accident in or about the same, any acts of theft, burglary or vandalism by any person, or about the same, or for any loss, injury or damage resulting directly or indirectly from any act or omission, whether negligent, wanton, intentional or otherwise, by another student, occupant, visitor, patron or guest, or any other person, including all representatives, employees or agents of the University.