



Benjamin Franklin Institute of Technology & Midtown Hotel
Housing Agreement Terms and Conditions - Fall 2013 – Spring 2014 Academic Year

Last Name	First Name	Middle Name
Social Security Number	Cell Phone Number	Date

THIS IS A LEGAL AND BINDING DOCUMENT WITH FINANCIAL OBLIGATIONS. PLEASE READ CAREFULLY BEFORE SIGNING

- ELIGIBILITY.** The above named student must maintain full time enrollment status, satisfactory academic progress, and be in good financial standing at the Benjamin Franklin Institute of Technology to be eligible to reside in BFIT sponsored housing at Midtown Hotel. Students on academic probation or suspension, or fail to maintain good financial standing will not be eligible to reside in campus provided housing. **The Director of Residence Life must approve any exceptions to this policy.**
- NON-TRANSFERABILITY.** This agreement is between the above named student and Benjamin Franklin Institute of Technology and may not be transferred or assigned to another individual or entity. The above named student may not sublet or give unauthorized access to an assigned or any other space within the residential facilities.
- DURATION OF AGREEMENT.**

ACADEMIC YEAR. The terms and conditions of this agreement are for the academic year, commencing with the fall semester and ending with the termination of the spring semester. While dates may be subject to change, currently, the dates for the 2013 – 2014 Academic Year are:

Fall Semester	New Students Arrive: Wednesday August 28, 2013 Returning Students Arrive: Sunday September 1, 2013	Depart: Wednesday December 18, 2013
Spring Semester	New Students Arrive: Wednesday January 15, 2014 Returning Students Arrive: Sunday January 19, 2014	Depart: Friday May 9, 2014

OCCUPANCY. *Students may occupy their assigned rooms in the **fall semester** from their respective move-in date(s) listed above until 24 hours after their last exam or Wednesday December 18, **whichever date comes first.** Students returning for the spring semester may leave all belongings in their room unless directed otherwise by BFIT administration. Students may occupy their assigned room in the **spring semester** from their respective move-in date until 24 hours after their final exam or Friday, May 9, **whichever date comes first.** If this agreement is officially terminated, the student will be required to vacate the residence hall within 24 hours.

RECESS PERIODS. Students must vacate the Midtown Hotel during the winter recess period and spring break. Students may remain at the Midtown Hotel during all other break periods. Students must visit the Director of Residence Life with any conflicts or concerns regarding the above dates, and submit a "Housing Break Petition Form" if requesting to remain in residence during recession periods. The Director of Residence Life, or designee, must approve any exceptions to this policy.

SUMMER SEMESTER. *This agreement is NOT for the Summer Semester. Students in need of summer courses should consult with the Director of Residence Life. Summer housing at the Midtown Hotel is an additional cost and availability is limited.*

- ROOM ASSIGNMENT.** Benjamin Franklin Institute of Technology will attempt to accommodate preferences for living arrangements, but cannot guarantee student preferences. Students are expected to remain in their assigned room and may only change rooms by permission from the Director of Residence Life, who must authorize any and all room assignment changes. Any costs associated with room changes are only the responsibility of the student and will not be covered by the College. Exceptions to this are rare, and may be petitioned through the Office of Residence Life and Housing.
- REFUNDS.** A resident who officially withdraws from BFIT may be eligible for a refund in accordance with Benjamin Franklin Institute of Technology Withdrawal and Refund Policy as stated in the catalog. Any student that is dismissed from the residence for violation(s) of the student conduct, or voluntarily leaves the residence after the fifth week of the semester will not be eligible for any reimbursement, and may be subject to a contract termination fee (see below).
- RIGHT OF ENTRY.** An official representative of Benjamin Franklin Institute of Technology and/or Midtown Hotel may enter a student's room for the purpose of health, safety, maintenance and other reasons necessary for the protection of person and property.
- CONTRACT TERMINATION:** This contract can be terminated at any time under the discretion of the Director of Residence Life, Dean of Students, or designee, based on a student's conduct, or in the residence hall, or failure to maintain good financial standing. Students wishing to leave housing and terminate their contract after signing, will be assessed a contract termination fee of \$500 as well forfeit of the \$150 housing deposit. Any student wishing to terminate their signed housing contact must petition the Office of Residence Life in writing for release. Housing releases are not guaranteed and must be proven in writing by the student.
- PERSONAL PROPERTY DAMAGE AND LOSS.** Benjamin Franklin Institute of Technology and Midtown Hotel are not responsible for damage, loss, or theft of personal property due to any reason.
- CONDUCT.** All Benjamin Franklin students are expected to abide by and follow the rules and regulations as published in the Benjamin Franklin Institute of Technology Student Handbook and Residence Life Handbook, as well as any policies of the Midtown Hotel.
- DAMAGE CHARGES.** Students are responsible for sustaining the cleanliness of their living space at all times. At the end of the agreement, the room should be in the same condition as it was for move in. Students will be charged for any damages. Students may also be assessed community damage charges that will be shared amongst everyone in that living area. Students may appeal their room damages charges in writing to the Office of Residence Life and Housing within 30 days of application to student's account. Community charges may not be appealed.
- RATES FOR THE ACADEMIC YEAR:** DOUBLE: \$14,900/year (\$7,450/semester) TRIPLE: \$10,900/year (\$5,450/semester)

Signature of Student (I agree to all terms of this agreement)

Signature of Parent/ Guardian (if student is under 18 years of age)
(I agree to all terms of this agreement as co-signer and guarantor)