

## HOUSING AGREEMENT INSTRUCTIONAL COVER PAGE

**ALL APPLICATIONS WILL BE PROCESSED AND YOU WILL BE LIABLE FOR FEES**

NEW STUDENTS DO NOT RETURN AGREEMENT UNTIL YOU HAVE RECEIVED AN OFFICIAL ACCEPTANCE FROM THE ADMISSION OFFICE.

UNIVERSITY STATUS: Your anticipated status at the University for the academic year for which you are applying for Housing.

All freshmen (first-time-in-college students) and /or students with fewer than (30) semester credit hours graduating from a high school in excess of (35) miles from the campus are required to live in University owned or operated residential facilities. Housing agreements are accepted until available space is depleted. Refer to University Regulation 2.001 (Housing). Failure to comply will result in you being charged two semesters rent at the lowest facility rent. ([www.famu.edu/index.cfm?regulations&Chapter2\[StudentAffairs\]](http://www.famu.edu/index.cfm?regulations&Chapter2[StudentAffairs]))

New	First-time-in-college (FTIC)
Returning	Any student previously enrolled in the University
Transfer	Any student transferring from another college or university
Spring Admit	Any student admitted for the spring prior to fall semester
Summer Admit	Any student admitted for the summer prior to fall semester

**Residential Facilities:**

Suite Style - Furnished residence hall with two bedrooms and one bath.

Traditional - Furnished residence halls with multi-person rooms and community bathrooms.

Non-Traditional - Furnished residential apartments with single and double bedrooms, two bathrooms, kitchen, dining and living rooms.

<u>Facility Type</u>	<u>Facilities</u>	<u>Living Learning Communities/Options - FAMU Village Only</u>
<b>Female Suite/Traditional:</b>	FAMU Village (Suite) Gibbs Hall (Floors 2, 3, 4) Paddyfote Complex Truth Hall Young Hall	Agriculture and Food Sciences, Allied Health Science, Business, Education, Engineering, Environment, Honors, Journalism, Science and Technology.  <b>(Must submit hardcopy application to the Housing Department's main office)</b>
<b>Male Suite/Traditional:</b>	FAMU Village (Suite) Gibbs Hall (Floors 1, 5, 6) Sampson Hall	Agriculture and Food Sciences, Allied Health Science, Business, Education, Engineering, Environment, Honors, Journalism, Science and Technology.  <b>(Must submit hardcopy application to the Housing Department's main office)</b>
<b>Non Traditional:</b>	Palmetto Street South Apartments Palmetto Street Phase III Apartments	

**Summer Admit Students - must submit two (2) Housing Agreements. One (1) for Summer Session and one (1) for the next academic year, which begins with the fall semester. First-time summer admit students are not required to submit an advance payment with the subsequent Housing Agreement for the fall semester.**

Application Deadline Dates: **Housing Agreements are accepted until available space is depleted and a sufficient overflow pool is established.**

**Fall Application Period:**

Returning Students	First week in March prior to the academic year
Spring Admit Students	January 1 thru February 28 prior to the academic year
Summer Admit Students	On or before April 15 prior to the academic year
FTIC and Transfer Students	On or before June 1 prior to the academic year

**Spring Application Period:**

All Students On or before November 1 prior to the Spring semester

**Summer Application Period:**

All Students	Session "A & C"	Students not currently residing in University Housing
All Students	Session "B"	On or before April 1 prior to Summer session
		On or before May 15 prior to Summer session

**ALL CANCELLATION REQUESTS MUST BE SUBMITTED TO THE HOUSING OFFICE IN WRITING  
VERBAL CANCELLATION REQUESTS WILL NOT BE ACCEPTED.**

**SUBMIT APPLICATION AND \$200 ADVANCED PAYMENT (DEBIT OR CREDIT CARD) ON-LINE**

**OR**

**MAIL APPLICATION AND ADVANCE PAYMENT IN THE FORM OF A CASHIER'S CHECK OR MONEY ORDER, PAYABLE TO  
FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY**

**SEND TO:**

**FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY  
UNIVERSITY HOUSING  
1596 GIBBS HALL TRAIL - TALLAHASSEE, FLORIDA 32307-6000  
For more information contact us: (850) 599-3651**

**FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY  
HOUSING AGREEMENT TERMS AND CONDITIONS  
(FINANCIAL OBLIGATIONS ARE INVOLVED - READ CAREFULLY)**

**Acceptance of this Agreement does not guarantee preferences**

**1.DURATION:**

All freshmen (first-time-in-college students) and /or students with fewer than 30 semester credit hours graduating from a high school in excess of 35 miles from the University's Tallahassee campus are required to live in University-owned or operated residential facilities. Refer to University Regulation 2.001 (Housing).

- A. This Housing Agreement is binding for TWO (2) ACADEMIC SEMESTERS (FALL AND SPRING) beginning with the fall semester the student is enrolled in at the University. An Agreement may be renewed for the summer semester. All agreements terminate at the end of the spring semester.
- B. All student athletes shall reside on campus during the first two academic years of enrollment.
- C. All University full scholarship recipients shall reside on campus during the first two academic years of enrollment. Full-scholarship recipients are students who receive the Life-Gets-Better Scholarship, the Distinguished Scholars Award, or the Adopted High School Scholarship.
- D. Access Summer Bridge participants shall live in on-campus Housing for the first two academic years (fall and spring semesters) of enrollment.
- E. If the student is officially released from the agreement for a given semester and then re-enrolls in the University during the subsequent semester of the Agreement period, the student's obligation is renewed for the remainder of the agreement period. In this case the student must notify the housing staff in writing so that a room may be reassigned to the student.

**2.DATES OF OCCUPANCY:**

- A. Students who have submitted a properly completed housing agreement for the semester may occupy assigned space on the date designated as the official opening of the residence halls and apartments.
- B. The Residence Halls are closed during official University vacations and at the conclusion of the FALL, SPRING, and SUMMER semesters. These periods are not included in the agreement. The right to use the residence halls during these periods is reserved by the University.

**3. ACCEPTANCE AND ASSIGNMENT:**

- A. Housing Agreements are accepted until available space is depleted and a sufficient overflow pool is established. Acceptance of the agreement by the University shall be presumed binding unless rejection is communicated to the student prior to room assignment. Acceptance of this Agreement does not guarantee placement, a specific room assignment, or admission to the University. Assignment of a room is contingent upon official admission to the University, receipt of agreement, and availability of space.
- B. Rooms may be occupied **ONLY** by students to whom they are assigned. Rooms may not be sublet to other persons. Transfers may be made only **AFTER** approval of the HOUSING STAFF. Monetary charges and/or disciplinary action may be taken against violators of this policy.
- C. If one or more vacancies occur in a room or apartment, the remaining students agree to accept other roommates as assigned. The students further agree to be moved to other comparable facilities if requested by the University.
- D. **The University reserves the right to consolidate vacancies by closing rooms, apartments, floors, or halls.**
- E. Room assignments may be changed, or agreements terminated by the director of Housing in the interest of order, health, discipline, energy conservation, or best use of facilities.
- F. If a student exhibits disruptive, irresponsible, or inconsiderate behavior, or is a detriment to orderly community living, he/she may, upon the recommendation of the resident director after a conference/hearing with the student, have his/her assignment changed or contract terminated. **The student remains fee liable for the duration of any terminated contract.**

**4. VISITATION POLICY:**

- A. In-room visitation is permitted in all University Housing facilities. However, each facility has a limited number of spaces that will be assigned on a first-come-first-served basis which prohibit in-room visitation by persons of the opposite sex. A projected 100 percent occupancy of these prohibited spaces will not automatically release students from the requirement to reside on campus for the established time designated by University Regulation 2.001.

**5. ADDITIONAL CONDITIONS:**

- A. Rooms are to be kept clean and orderly at all times. Charges may be made for damages to or unauthorized use or alterations of rooms, equipment, 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 in public areas on the floor.
- B. Authorized University Personnel may enter student rooms at any time for the protection or preservation of the premises and/or in case of emergency only. University Personnel may also enter student rooms from time to time in order to inspect the premises for safety, make necessary repairs, decorations, alteration, housekeeping, and for disciplinary purposes. The student's personal property is not subject to search without legal action or permission of the student unless there is sufficient belief on the part of the University that a student is using a room for purposes, which would constitute violation of Housing or University Regulations 2.001.
- C. **The University is not liable for loss or damage of personal property or failure or interruption of utilities. Students are encouraged to provide their own personal property insurance.**

**6. BOARD REQUIREMENTS (Meal Plan):**

All students residing in single-student housing, excluding apartments MUST participate in the student meal plan.

**7. REQUEST FOR AGREEMENT TERMINATION BY STUDENTS:**

This agreement is binding and enforceable for the specified agreement period. A request for termination does not automatically release a student from the Housing Agreement or financial obligations; it must be approved in writing by the director of Housing. A student may submit a written request to the Director of Housing for release from the Agreement for a given term for the following reasons.

(A cancellation fee may apply):

- 1. The student has medical reasons verified by a physician (Read Section 10C ) of this agreement
- 2. Graduates—Must inform Housing staff prior to November 1, of potential graduation in the fall semester
- 3. Is academically suspended
- 4. Is denied admission
- 5. Seeks and is granted a release authorization from the director of Housing for reasons not covered above. Refer to section 10C of this Agreement.

**8. AGREEMENT TERMINATION PROCEDURES:**

- A. All residents must request termination of this agreement in writing.
- B. All residents are required to move out of the residence halls or apartments within 24 hours after receiving approved agreement termination.
- C. Full liability will be incurred for failure to comply with this procedure.

**9. AGREEMENT CANCELLATION - Cancellation fees are applicable from the date application is received by University Housing:**

This agreement may be cancelled, providing that the Housing Office receives a notice of cancellation in writing on or before the deadlines stated herein. Refund of the advance housing payment is determined by the date that the notice of cancellation is received by the housing staff. (See Deadline Dates).

**THESE CANCELLATION FEES DO NOT APPLY ONCE SPACE IS OCCUPIED**

<b>FALL CANCELLATION TERMS AND CONDITIONS</b>		
<b>DEADLINE DATES</b>	<b>STUDENTS CANCELLATION FEE</b>	<b>Balance Due to Housing</b>
On or before June 22	\$200	\$0
June 23 - July 25	\$300	\$100
July 26 - August 16	\$350	\$200
August 17 thru the first day of class	\$500	\$300
After the first day of class	The Entire Semester's Rent	Based on Room Assignment

<b>SPRING CANCELLATION TERMS AND CONDITIONS FOR SPRING ADMITS</b>		
<b>DEADLINES DATES</b>	<b>STUDENTS CANCELLATION FEE</b>	<b>Balance Due to Housing</b>
On or before November 1	\$200	\$0
November 2 - December 1	\$300	\$100
December 2 - December 15	\$350	\$200
December 16 thru the first day of class	\$500	\$300
After the first day of class	The Entire Semester's Rent	Based on Room Assignment

<b>SUMMER CANCELLATION TERMS AND CONDITIONS SESSIONS "A" and "C"</b>		
<b>DEADLINES DATES</b>	<b>STUDENTS CANCELLATION FEE</b>	<b>Balance Due to Housing</b>
<b><u>New Residents Applicants</u></b>		
On or before April 15	\$200	\$0
April 16 - May 1	\$350	\$150
May 2 - The 1st day of classes	\$500	\$300
After the 1st day of classes	The Entire Semester's Rent	Based on Room Assignment
<b><u>Option Form Applicants</u></b>		
On or Before April 15	\$200	\$200
April 16 - May 1	\$350	\$350
May 2 - The 1st day of classes	\$500	\$500
After the 1st day of classes	The Entire Semester's Rent	Based on Room Assignment

<b>SUMMER CANCELLATION TERMS AND CONDITIONS SESSION "B"</b>		
<b>DEADLINES DATES</b>	<b>STUDENTS CANCELLATION FEE</b>	<b>Balance Due to Housing</b>
<b><u>New Residents Applicants</u></b>		
On or before May 15	\$200	\$0
May 16 - May 30	\$350	\$150
June 1 - The 1st day of classes	\$500	\$300
After the 1st day of classes	The Entire Semester's Rent	Based on Room Assignment
<b><u>Option Form Applicants</u></b>		
On or before May 15	\$200	\$200
May 16 - May 30	\$350	\$350
June 1 - 1st day of classes	\$500	\$500
After the 1st day of classes	The Entire Semester's Rent	Based on Room Assignment

- 10. REFUND/ADJUSTMENT POLICY:** If an Agreement termination request is approved by the associate dean, Student Affairs/director of Housing, the following refund/adjustment policy is in effect:
- A. If the student is admitted, assigned housing and does not enroll at the University, the student is charged in accordance with the cancellation policy for that semester.
  - B. **ABSOLUTELY NO REFUND/ADJUSTMENT WILL BE AUTHORIZED AFTER FIVE WEEKS (37 CALENDAR DAYS) FROM THE OPENING DATE OF THE RESIDENCE HALL FOR ANY SEMESTER.**
  - C. If the student officially withdraws from the University, terminates the Housing Agreement and vacates the residence hall in five weeks (37 calendar days) or fewer after the opening date of the residence hall the following refund/adjustment will be authorized:
    - (1) 1 to 16 days - - - 80 percent refund/adjustment
    - (2) 17 to 23 days - - - 60 percent refund/adjustment
    - (3) 24 to 30 days - - - 40 percent refund/adjustment
    - (4) 31 to 37 days - - - 20 percent refund/adjustment
  - D. If space is not available, or the student is denied admission to the University, a FULL REFUND/ADJUSTMENT will be authorized.
  - E. NO REFUND/ADJUSTMENT will be authorized if a student is suspended or forced to withdraw from the University or the Agreement is cancelled for disciplinary or misconduct reasons that are violations of the Florida A&M University Student Code of Conduct.

**You will be fee liable for the duration of the contract.**

**11. RESPONSIBILITIES:**

- A. Housing rates are sensitive to operating costs and subject to fluctuation during the term of this agreement. Schedules of Housing rates and other changes will be published and available in the Housing Office prior to the fall semester.
- B. The student is responsible for paying the semester housing charges in FULL in accordance with University policy. NO INVOICE WILL BE SENT. Non-payment of Housing fees may result in University action including but not limited to removal from housing, withholding transcripts, registration, and graduation. If collection and/or eviction proceedings become necessary under this Agreement the student agrees to pay reasonable collection fees, attorney's fees, and court costs. Eviction proceedings shall be pursuant to University Housing Eviction Policy and Procedures, which are incorporated herein by this reference.
- C. By signing this Housing Agreement, the student agrees to be responsible for knowing and observing University regulations, procedures, and guidelines for residential facility living that may be published by the Housing Office, and all applicable federal, state and local laws. All of the foregoing are incorporated by reference into this Agreement. The University reserves the right to make additional rules and regulations as in its judgment, may be necessary for the safety, care, and cleanliness of the facilities and for the preservation of good order therein. Students are bound by such rules and regulations. The University agrees to make a reasonable effort to inform students of any such changes. The student is subject to disciplinary and/or legal action, monetary charges, changes in room assignment and/or agreement termination for violations of the agreement.
- D. Students who are evicted for disciplinary reasons from Housing are liable for all fees associated with the remaining terms of the agreement.
- E. **All students living in University Housing must submit proof of the Meningococcal Meningitis and Hepatitis B Immunization, or submit the health form declining the Immunizations.**
- F. This Agreement is governed by the laws of the State of Florida and the applicable rules and regulations of the Florida Board of Education, the Board of Trustees, and Florida A&M University. Florida A&M University is an educational institution, and is therefore, excluded from application of Chapter 83 F.S., which covers Landlord and Tenant obligations.

University Housing

Optional Living-Learning Communities

***So, what is a living-learning community?***

FAMU's Living-Learning Communities (LLCs) provide a holistic and diverse style to student growth and education. Our residents live in housing facilities which support these ideals through academic partnerships, service-learning opportunities and in-hall education. Each community facilitates a uniquely-designed platform which connects students, faculty, and staff through the classroom, programming and personal interaction.

While our living-learning communities are diverse in majors, and programming, the core emphasis is placed on academics. The residents do not simply live in the same facility or on the same hall; however, each takes part in academic programming that encourages working together as a community. Designed for first-year students, our LLCs concentrate on learning through motivating, cultivating, and challenging our residents both in and outside of the classroom.

***What LLCs are available?***

***Honors LLC***

The Honors Living-Learning Community (LLC) is for first year (freshman) scholarship students in all majors (President's invitation only).

***College of Agriculture and Food Sciences (CAFS) LLC***

The College of Agriculture and Food Sciences (CAFS) Living-Learning Community is for first year (freshman) students who have an interest in pursuing careers in Agribusiness, Agronomy, Biological & Agricultural Systems Engineering (BASE), Food Sciences, Entomology, and Animal Sciences. The CAFS LLC is designed to create an environment for freshmen that is supportive of academic excellence, delivers experiences that increases their appreciation for and knowledge about the Food and Agricultural Sciences careers, and provides opportunities for closer engagement with the college's faculty, staff, alumni, and industry partners. Freshmen students with a minimum high school GPA of 2.75 on a 4.0 scale, and 500 on the SAT Math or 21 on the ACT Math are encouraged to apply. Students are required to submit a one-page essay with the title "The Value of the Food and Agricultural Sciences to the State of Florida." The essay must be sent to the following mailing address:

Dr. Jaime Davis  
Director, Student Support Services  
Florida A&M University  
College of Agriculture and Food Sciences  
Perry Paige Building, Room 106c South  
Tallahassee, Florida 32307

***College of Education LLC***

The College of Education Living-Learning Community is for first year (freshman) students who have an interest in pursuing careers in Education through Pre-K/Elementary Education, Elementary Education, Physical Education, and Secondary Education (Biology, Chemistry, English, Mathematics, Music, Physics, Social Sciences). Freshmen students with a minimum high school GPA of 2.75 on a 4.0 scale, and 500 on the SAT Math or 21 on the ACT Math are encouraged to apply.

### ***College of Science and Technology (CST) LLC***

The College of Science and Technology (CST) Living-Learning Community (LLC) is for first year (freshman) students who have an interest in pursuing careers in Biology, Chemistry, Computer Science, Medicine, Information Technology, Mathematics or Physics. Freshmen students with a minimum high school GPA of 3.0 on a 4.0 scale, and 500 on the SAT Math or 21 on the ACT Math are encouraged to apply. Interested students must also submit a one-page essay that adequately addresses each of the following questions:

1. Why are you interested in participating in the CST LLC?
2. How will your participation in the CST LLC assist you in achieving your academic goals at FAMU?
3. What is your career goal and what steps are you willing to take as a college student to ensure that you reach this goal?

Please submit the essay to the following online link: FAMU CST LLC 2017 Essay submission [http://famu.col.qualtrics.com/SE/?SID=SV\\_3DeCw0ybD1umZpP](http://famu.col.qualtrics.com/SE/?SID=SV_3DeCw0ybD1umZpP)

### ***Engineering LLC***

The Engineering Living-Learning Community is for first year (freshman) students who have an interest in pursuing careers in Biomedical, Chemical, Civil, Computer, Electrical, Environmental, Industrial and Mechanical Engineering. Freshmen students with a minimum high school GPA of 2.75 on a 4.0 scale, and 500 on the SAT Math or 21 on the ACT Math are encouraged to apply. Interested students must also submit to the Engineering LLC Portal a one-page essay stating, "Why you are interested in an engineering degree and your plans once you earn your engineering degree?" Submit the essay to the online portal: [https://fs11.formsite.com/famu\\_fsu\\_coe/form28/index.html](https://fs11.formsite.com/famu_fsu_coe/form28/index.html)

### ***School of Allied Health Sciences LLC***

The School of Allied Health Sciences Living-Learning Community (LLC) is for first year (freshman) students who have an interest in pursuing careers in Cardiopulmonary Science (CPS), Health Care Management (HCM), Health Informatics and Information Management (HIIM), Health Science/Pre-Occupational Therapy (HSPOT), and Health Science/Pre-Physical Therapy (HSPPT).

### ***School of Business and Industry LLC***

The School of Business and Industry Living-Learning Community (LLC) is for first year (freshman) students who have an interest in pursuing careers in Accounting & Finance, Economics & Professional Leadership Development, Information Systems & Operations Management, and Management & Marketing. Interested students must also submit a one-page personal statement that focuses on the following questions:

1. Why are you interested in the Business LLC and your particular Business field?
2. What will your contributions be to the Business LLC and the field of Business?

The personal statement must be sent to the following mailing address:

Dr. Felicia D. Williams  
Director, Academic Support Services  
Florida A&M University  
School of Business and Industry  
Office of Student Services  
500 Gamble Street 302 East  
Tallahassee, Florida 32307

### ***School of the Environment LLC***

The School of the Environment Living-Learning Community is for first year (freshman) students who have an interest in pursuing careers in Environmental Sciences or Environmental Studies. Students will participate in sustainability efforts, learn about the impact of environmental degradation and ecosystem health on their lives, have an enhanced understanding of the issues, and be equipped with solutions for solving the problems. Students must complete a one-page essay stating "Why you would like to enroll in Environmental Science or Environmental Studies?"

The essay must be sent to the following mailing address:

**Ms. Hazel Taylor**

#### **School of the Environment**

Florida A&M University  
1515 S Martin Luther King Jr. Blvd  
FSH Science Research Center  
Tallahassee, Florida 32307

### ***School of Journalism and Graphic Communication LLC***

The School of Journalism and Graphic Communication (J-School) Living Learning Community (LLC) is for first year (freshman) students who have an interest in pursuing careers in Journalism, Public Relations and Graphic Design.

#### ***What are the Program Requirements for a LLC?***

- You must be a first time in college (freshman) student for the 2017-18 academic year.
- The LLCs are "major-specific." Interested students must major in a degree area that falls under the school/college/LLC. For example, if you are interested in the School of Allied Health Sciences LLC, you must major in Cardiopulmonary Science (CPS), Health Care Management (HCM), Health Informatics and Information Management (HIIM), Health Science/Pre-Occupational Therapy (HSPOT), or Health Science/Pre-Physical Therapy (HSPPT).
- Actively participate and complete all work required for the selected Living-Learning Community (***Note: Nonparticipation in the selected LLC meetings, programs and activities, will result in removal from the designated FAMU Village LLC residence hall floor and LLC program.***)
- Remain in the selected LLC for one academic year.
- This LLC does not allow roommates that are not admitted individually to the LLC (i.e., if you are a business major and want to live in the Business LLC, your roommate has to be a Business major).
- The LLCs are housed in FAMU Village. Students who choose the LLC option are responsible for the additional housing costs associated with FAMU Village.

## ***How to Apply to a LLC?***

**Step 1:** You must submit a Housing Application/Housing Agreement form which can be found at the following link:  
<http://www.famu.edu/index.cfm?housing&HousingApplicationProcess>

**Step 2:** Download and complete the paper application

**Step 3:** On the Housing Agreement/Housing Application form, select one LLC option

**Step 4:** Mail your application and advanced payment (Cashier's Check or Money Order) to the address that is listed on the form

**Step 5:** Complete any other required documents (e.g., Essay, Personal Statement) as indicated in the LLC description/criteria via an online link or mail to the address that is listed for the LLC.

Housing Agreements are reviewed by the Housing staff, and the students' name will be forwarded to the appropriate Dean for review and acceptance of the students in the respective LLCs. At that time, students will either accept or decline the space, and if accepting, indicate roommate preference, (if any). Students will receive room selection instructions on how to choose a room from the available spaces in the LLC.

LLCs have limited availability and are reserved on a first come, first served basis. Interested students are screened and selected by the Dean or her/his designee for assignment in the LLC.

For questions about LLCs contact:

Dr. Brenda C. Spencer

Director, Academic Integration and Student Transitional Services/Living-Learning Community Program  
FAMU Undergraduate Student Success Center

Florida A&M University  
Gore Educational Complex, Suite 214C  
501 Orr Drive  
Tallahassee, Florida 32307  
(850) 412-5790



**FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY  
TALLAHASSEE, FLORIDA 32307-6000  
HOUSING AGREEMENT**

**PLEASE PRINT**

THIS CONTRACT IS FOR ONE ACADEMIC YEAR BEGINNING:

FALL ( ) SPRING ( ) SUMMER "A" ( ) SUMMER "B" ( ) SUMMER "C" ( )  
YEAR YEAR YEAR YEAR YEAR

**NEW STUDENTS: DO NOT RETURN AGREEMENT UNTIL YOU HAVE BEEN OFFICALLY ADMITTED TO THE UNIVERSITY**

**First-time summer admit students are not required to submit an advance payment with the subsequent Housing Agreement for the fall semester.**

UNIVERSITY ID NUMBER: \_\_\_\_\_ CLASSIFICATION: [ ] New [ ] Returning [ ] Transfer [ ] Spring Admit [ ] Summer Admit

NAME: \_\_\_\_\_ GENDER: (CIRCLE ONE) M F  
LAST FIRST MI

PERMANENT ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
STREET

CITY STATE ZIP DATE OF BIRTH: \_\_\_\_\_

APPLICANT'S EMAIL ADDRESS: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

CLASSIFICATION : [ ] Freshmen [ ] Sophomore [ ] Junior [ ] Senior or [ ] Senior-(Fall Graduating) [ ] Graduate MAJOR: \_\_\_\_\_  
(Fall graduating seniors must submit a cancellation form by Nov. 1 or will be fee liable for the spring term)

**SPECIAL ACCOMODATIONS**

If reasonable accommodations are required, please provide supporting documentation from the appropriate agency to include the accommodation need. Medical accommodation requires documentation from a physician.

[ ] MEDICAL [ ] INTERNATIONAL [ ] WARD OF THE STATE

ASSIGNMENT PREFERENCES: THESE ARE PREFERENCES ONLY. ACTUAL ASSIGNMENTS ARE BASED ON SPACE AVAILABILITY AND PRIORITY. WE CANNOT GUARANTEE PREFERENCES.

FACILITY	RESIDENCE HALL	SINGLE OR DOUBLE	ROOM-MATE PREFERENCE	ROOM-MATE UNIVERSITY ID # (Required)
1ST CHOICE				
2ND CHOICE				
3RD CHOICE				

**Living-Learning Communities/Options** (Actual assignment based on space availability for **Freshmen Only**)

[ ] ALLIED HEALTH [ ] BUSINESS [ ] JOURNALISM [ ] SCIENCE AND TECHNOLOGY [ ] HONORS (Per invitation letter only)

[ ] ENGINEERING [ ] EDUCATION [ ] ENVIRONMENT [ ] AGRICULTURE AND FOOD SCIENCES

Housing Agreements are accepted until available space is depleted and a sufficient overflow pool is established. Read the terms of the Housing Agreement, which are attached to your copy of this form before you sign it.

**I HEREBY CERTIFY THAT I HAVE READ THE AGREEMENT AND AGREE TO ABIDE BY THE TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT AS NOTED IN THE ATTACHED DOCUMENT ENTITLED "HOUSING AGREEMENT TERMS AND CONDITIONS." I VERIFY THAT THE INFORMATION FURNISHED IS ACCURATE.**

By signing this Agreement the applicant hereby contracts for a space in the Florida A&M University Residential Facilities and agrees to pay rent, at the rates established by the University, by the dates specified for each contracted term during the Agreement period. By signing this Agreement, the applicant understands that this contractual agreement may not be terminated without approval of the housing staff. If there is a termination without approval, obligation to pay rent for the semesters or terms of the Agreement period will be continued. Upon receipt of the application as indicated herein, the University agrees to provide housing accommodations for the specified period, subject to availability, and to the terms and conditions outlined in the attached document.

**READ - FINANCIAL OBLIGATIONS INVOLVED**

The Housing Agreement and advance payment may be submitted on-line. However, the hard copy Housing Agreement and \$200 advance payment must be submitted at the same time. (DO NOT SEND CASH) Make cashiers checks or money orders payable to: Florida Agricultural and Mechanical University. Return the signature page with the \$200 non-refundable advance payment to: University Housing, Florida A&M University, 1596 Gibbs Hall Trail, Tallahassee, Florida 32307-6000. Student keeps the Housing Agreement Terms and Conditions.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Age: \_\_\_\_\_

To be signed by parent or guardian below, if student is under 18 years of age.

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

**HOUSING OFFICE DATE RECEIVED**