



Housing Contract

This housing contract is specifically for Southeast Community College (SCC) students who wish to live on campus at Nebraska Wesleyan University (NWU) through the SCC/NWU housing contract partnership while attending SCC. SCC students must maintain a minimum of 12 credit hours of enrollment at SCC during the time they live on campus at NWU. Students must have their own transportation to/from campus.

Initial Term: Fall Spring Year: _____

Student Information

Last Name	First Name	Middle Name	Preferred First Name
Cell phone #		Date of Birth	SCC student ID #
Email Address			
Roommate Request		Additional Requests/Athletic Team	
Program of Study	I identify my gender as <input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> I request gender-inclusive roommates

Home Mailing Address

Street Address	
City/State/Zip	Country

Emergency Contacts

Primary Emergency Contact		Relationship
Address/City/State/Zip		Country
Primary Phone Number	Secondary Phone Number	
Second Emergency Contact		Relationship
Address/City/State/Zip		Country
Primary Phone Number	Secondary Phone Number	

I choose to opt out of providing emergency contact information

Hall Preference:	
<input type="checkbox"/> Heim/White Suites (\$3,684/semester + \$90 NWU Fee)	<input type="checkbox"/> Townhouse Village (only as available) (\$4,509/semester + \$90 NWU fee)
Meal Plan (required in Heim/White Suites; optional for Townhouses):	
<input type="checkbox"/> Prairie Wolf Plan (\$1,960/semester for 12 meals/week + \$100 flex dollars/semester)	

I acknowledge that I will be subject to Nebraska Wesleyan University [Residential Housing Policies](#) and [Code of Student Conduct](#). This includes the following mandatory vaccinations: 2 MMR vaccinations, at least one Meningitis vaccination at or beyond age 16, and completed COVID-19 vaccinations ([NWU vaccination requirements and allowed exemptions](#)). I understand that violations of NWU's student conduct policies may also result in a violation of SCC's [Student Code of Conduct](#).

My signature below indicates my consent for any/all of the following student information or records to be shared between officials at SCC and NWU as needed to facilitate this agreement: enrollment information, student conduct, academics, financial aid, student accounts, attendance and any other information needed to facilitate this agreement between SCC and NWU.

This contract is binding from the initial term selected through the remainder of the academic year unless the student provides written notice of cancellation. I agree to the terms stated on the next page. A \$150 damages deposit to SCC must be paid prior to this contract being valid.

Resident Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

(Required if resident is not 19 prior to start of term)

TERMS

1. **Parties**

This contract is made between Southeast Community College, Nebraska Wesleyan University, and the student, referred to as Resident, signing the contract.
 2. **Eligibility**

Full-time students enrolled at SCC in any term. SCC students must maintain a minimum of 12 credit hours of enrollment at SCC during the time they live on campus at NWU.

NOTE: Any person required by the State of Nebraska to register as a sex offender is prohibited from residing, working or volunteering in any student residence facility.
 3. **Duration**

This contract is binding from the initial term selected through the remainder of the academic year unless the student provides proper written notice of cancellation. Contracts are not transferable from one academic year to another.

SCC or NWU may immediately terminate this contract upon the Resident's (i) failure to make payments as required under this contract, (ii) violation or breach of any provision of this contract, (iii) violation of any provision of either NWU or SCC Student Code of Conduct, or (iv) upon the closure of the residence hall facilities on campus for any reason. The Resident shall not be entitled to any refund for a termination under subparts (i), (ii), or (iii) above.
 4. **Term Breaks**

Term breaks are not included in the contract. Residents must get permission from NWU staff to stay on campus during term breaks and understand additional daily charges will apply. If the resident elects to remain in the residence hall over break, all policies and regulations will apply, and Residents will be held responsible for adhering to all such policies and regulations.
 5. **Deposit**

Housing reservations require a \$150 security/damages deposit. Resident may cancel this contract prior to the beginning of the first term of occupancy. If WRITTEN notice of cancellation is provided to the Residence Life Office of SCC (reslife@southeast.edu) more than 30 calendar days prior to the start date of the term, the full deposit will be refunded.

If WRITTEN notice is received 30 calendar days or less prior to the start date of the term (or no notice is received), the deposit will NOT be refunded.

After successful completion of the contract, the deposit will be returned to the student less any charges for damages upon checkout. The deposit amount can be rolled over to future terms at the request of the Resident.
 6. **Contract Cancellation/Release:**

Residents can request a cancellation/release from the contract during any academic term. Such releases are subject to the approval of the Residence Life Manager or Dean of Students of SCC. Students who cancel their room and dining contract mid-term will be refunded as follows (calculated from the first day of the term):

1-7 calendar days:	80% refund
8-14 calendar days:	60% refund
15-21 calendar days:	40% refund
22 calendar days or later:	No refund
 7. **Contract Assignment**

The date that the contract is received determines eligibility for assignments on a first-come, first-served basis. Room preferences are not guaranteed. Specific requests cannot be guaranteed. Roommate preferences must be mutually agreed upon by all roommates.

Residents cannot transfer this contract, nor sublet any part of the rental premises. Residents are required to live in the room to which they have been assigned.

Students who fail to appear for occupancy by the 3rd day of classes may forfeit their room, subject to any fees for cancellation, and the room will be re-assigned unless previous arrangements have been made for late arrival.

Room assignments are made on a non-discriminatory basis without regard to race, color, ethnicity, religion, sex, age, national origin, veteran status, sexual orientation, disability, or other factors prohibited by law.
 8. **Contract Payments**

Contract payments are due and payable to SCC in accordance with SCC College policy before the beginning of the term (aside from amounts covered by pending financial aid). Rates do not include break periods when the facilities are closed. Failure to pay any incurred debts for contract changes, damages, fines or any other assessed charges during the term of this contract will result in ineligibility of the student to process registration for subsequent terms and withholding of student records until all fees and charges are paid in full. Residents who fail to pay costs within a reasonable time will have their accounts turned over to a collection agency.

The NWU fee covers administrative fees, wi-fi and computer lab, access, cost of electronic key fob, campus mailbox, access to recreation facilities, library, and parking on the NWU campus.
 9. **Contract Signature**

By signing this contract, the Resident agrees to abide by all policies found in the contract and the Residential Education/Housing Policies of NWU, and both SCC's and NWU's Student Code of Conduct.
 10. **Amendment**

The College reserves the right to amend this contract as needed. All amendments will be posted prior to enforcement and will have prior approval of the Dean of Students.
 11. **Facilities**

The Resident understands that the housing facilities are owned and operated by NWU and not SCC. All questions about the facilities should be directed to NWU staff. SCC shall not be responsible for any property damage or losses or for any personal injuries while on the NWU campus.
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- Return form via email to reslife@southeast.edu and then call 402-437-2669 to make payment for the deposit or mail form to:
- Dean of Students
Southeast Community College
4771 West Scott Road
Beatrice, NE 68310**