



## 2023-2024 Accepted Student Housing Contract

Residence Life Office

One University Avenue, Suite 4502

Mechanicsburg, PA 17055

(717)796-5239; [housing@messiah.edu](mailto:housing@messiah.edu)

I hereby activate this agreement for a residence hall space for myself at Messiah University for the ENTIRE ACADEMIC YEAR 2023-2024, from the applicable date of check-in until the applicable date of check-out as stated below. I understand this agreement will be invalid in the event of my withdraw

the room.

6. **ROOM INSPECTION:** A member of the University staff will inspect each residential space during winter break, spring break, and at departure. The resident(s) will be billed the current replacement value of those items missing, damaged or broken following each inspection period. Resident Assistants or University staff members will conduct an inspection each semester to ensure rooms meet fire and safety requirements and the resident(s) will be responsible to make necessary changes within one day of receipt of violation notification. If during any of the inspections mentioned above, violations of the student code of conduct are found, appropriate judicial procedures may be initiated. The University reserves the right to enter and inspect residential space at any time for maintenance needs and for reasons of health or safety.
7. **ROOM KEY:** Receiving a room key is part of the check-in procedure. Any student who does not pick up a room key within the first 10 days of class will receive a \$75 fine for improper check-in. Upon departure from residence, the room key must be returned to a member of the Residence Life staff. Failure to do so will subject the resident to **a charge of \$75.00. Room keys may not be duplicated.** If the room key is lost or stolen during the term of occupancy, a charge of \$75.00 will be made to the student's University account.
8. **CHECK-OUT PROCEDURE:** Resident students completing degree requirements or leaving the campus at the conclusion of first semester must vacate their space by noon on the day following the conclusion of their last final examination in the fall semester or upon completion of their academic requirements for the semester. Likewise, students **not completing degree requirements in the spring** must vacate their space **by noon on the day following the conclusion of their last final examination or by noon on Wednesday, May 8, 2024.** Approved residents participating in commencement may remain in their space **until 9 a.m. on the morning after Commencement Day.** Each resident of the space has the responsibility to arrange with a representative of the Residence Life Office to inspect and lock the space after the inventory is completed.
9. **CONDITION OF ROOM UPON DEPARTURE and DAMAGES:** All trash will be removed by the assigned resident. Failure to leave the room in clean and acceptable condition will result in an assessment equally divided between each assigned resident. Moreover, if the common areas on the hall (lounges, hallway, bathrooms, etc.) are left in disrepair, a charge for returning the common area to its original condition will be equally divided among all residents. In situations where the damages are extreme, repetitive, or the unit is severely disruptive, the students may be subject to the University disciplinary process resulting in sanctions, including housing relocation. All personal belongings must be removed from the space assigned upon departure. The University assumes no responsibility for belongings left in the space assigned. Additional charges may be assessed if residential space is occupied following the required check-out.
10. **CONDITION OF HOUSE (GENERAL):** All Special Interest Houses have a certain level of wear and tear, depending on the age of the house. Students are expected to know that the condition of the house will not be radically altered or improved over the course of their stay. All houses will have safety needs addressed, but cosmetic issues may not be repaired, depending on the cost and long

nights, even if the guest stays in more than one room/apartment. Students may stay overnight in the rooms or apartments of others students of the same gender for up to three days. Neither guests nor students are permitted in bedrooms of the opposite gender except during scheduled visitation hours. The resident is responsible for the

25. **CANCELLATION POLICY:** Any new incoming student who chooses to cancel her/his housing contract prior to moving in