

## 2022-2023 GNU Student Housing Agreement

Great Northern University (GNU) believes in a total educational experience, which includes learning that takes place outside the formal classroom setting. GNU student housing is an integral part of the learning process and is designed to provide a challenging and supportive environment for students. Student housing programs, staff, and policies are all intended to promote personal, spiritual, and social growth, as well as to support the pursuit of academic goals.

The policies and procedures governing GNU's student housing are designed to help maintain a safe, clean, and comfortable environment for its residents. The ultimate responsibility for achieving this goal, however, lies with the students. Each student who lives in student housing must respect the house in which he or she lives as well as the rights of other individuals living in the community. The University's Assistant Campus Life Coordinator, alongside the President's office, will be responsible to administrate these policies.

Student housing is provided as a service to GNU students. GNU freshman and sophomore students are strongly encouraged, and are given preference, to live in student housing but are not absolutely required to.

**Housing fees for the 2022-2023 school year are \$450.00/month, including utilities (electric, water, internet). A \$300 Security Deposit will be required when lease is submitted (See below)**

GNU reserves the right to enter student rooms for any of the following reasons: inspection, inventory, custodial service, protection of property, ensuring cooperation with University Policies, and ensuring the safety and welfare of an individual or group of individuals. GNU staff will make every reasonable effort to respect student's privacy in such situations.

### **AGREEMENT**

This policy, and the statements contained herein, is part of the terms and conditions for students housing at GNU. The entire GNU Housing Agreement includes this policy and GNU's Community Life Standards. Violations of the policies, in part or in whole, contained in the GNU Housing Agreement may result in student discipline appropriate to the violation, up to and including removal from student housing, and, if sufficiently warranted, dismissal from the University.

**Dates:** student housing agreements begin either August 1<sup>st</sup>, or January 1<sup>st</sup> (near the beginning of each academic term) and end on July 31<sup>st</sup>.

**Duration:** Student housing is provided year-round (including the summer months); The length of housing agreements will either be 12 months, or for the duration of the student's academic program.

**Registration:**

1. Newly admitted students receive a Student Housing Agreement form (either digitally or in person) within one week of admission and are strongly encouraged to fill out and return the form within one week in order to reserve their bed for the coming year.
2. Students will be required to pay a \$300.00 security deposit to hold their bed when they submit their registration for housing. This deposit will be refunded to the student at the end of the lease, unless the property sustains any damage or missing items. Please see check-in/check out for more information.

A student who occupies a room in GNU housing will be held responsible for that room and for applicable housing charges until the end of the housing agreement period (July 31<sup>st</sup>), unless the Assistant Campus Life Coordinator or GNU's President expressly releases the student from the agreement, in writing. Housing charges are published on GNU's website on the student housing page.

Each student must sign a Housing Agreement before receiving her or his room assignment. The agreement should be read carefully as students will be held responsible for the terms and conditions stated in the agreement. The agreement is fully binding through the end of the agreement period unless the student is released under one of the following approved conditions:

1. Withdrawal from the university, completion of degree or program, or leave of absence;
2. Exceptional circumstances which must be presented to the Assistant Campus Life Coordinator, who will make a determination regarding each situation. Residents are strongly advised not to sign outside contracts or leases unless a release has been granted. Signing an outside lease will not automatically absolve a student from his or her responsibilities to a housing agreement with GNU.

Once a student occupies a room, he or she will be required to pay for on-campus housing for the entire academic year. Students who vacate their housing mid-year will be charged for the room for the remainder of the year, if the student was not explicitly released from their agreement by GNU as described above

**CHECK-IN/CHECK-OUT**

Students who are moving out of student housing must be moved out by the end of the housing agreement period, which ends on July 31<sup>st</sup> of every year, unless otherwise instructed by their RA or the Assistant Campus Life Coordinator. Charges may be assessed to student's security deposit for damaged or missing items. Since all occupants of a room, regardless of who checks out first or last, are responsible for charges, it is important that check-out and clean-up procedures be discussed between roommates. Other details regarding the checkout process will be available from the Assistant Campus Life Coordinator at the end of the academic year unless alternate arrangements are specified. Failure to properly check out with the Assistant Campus Life Coordinator will result in a fine of the student's entire security deposit.

**RESIDENCE MEETINGS**

Periodic all-residence meetings are held to communicate important information. These all-residence meetings are MANDATORY. All residence missing a meeting without pre-approval will be fined \$25.

### **PAYMENT**

Students must pay their monthly housing fees by the 5<sup>th</sup> of each month. Payments should be made at the GNU Registrar's office, or where otherwise designated.

A \$25 late fee will be assessed for payments made after a late payment notice has been sent by the school. Such notices will be sent to the students GNU email address.

### **GUESTS**

Students may request permission to house overnight guests of the same gender for a \$5.00 per night charge, **but all guests must be approved by the Assistant Campus Life Coordinator**. The approved visit is for no longer than five nights. Beyond five nights requires special permission by the Executive Team. Overnight guests are defined as any person who is not a resident who remains in the house during quiet hours. All guests are required to follow the same housing and community life standards policies as required by students while they are guests in GNU student housing. Students are responsible for the behavior of their guests and must inform guests of University standards. Guests are not allowed to stay in GNU student housing during vacation periods. Overnight guests of the opposite sex are not permitted in GNU student housing. (See "Visitation Hours".)

### **QUIET HOURS**

Quiet hours will be decided upon at the first house meeting and all residents and guests will be expected to honor these hours. As a general guideline, during quiet hours the volume of activities (music, TV, video games, socializing) should be kept low enough so as not to be audible in an adjacent room. Excessive or disruptive noise is always prohibited.

### **SEXUALITY AND SEXUAL INTIMACY**

GNU affirms that sexuality is an intrinsic aspect of the goodness that God created humanity in. GNU also affirms that sexual intimacy, specifically, is a gift of God intended for the marriage relationship, and that marriage is designed by God to occur between a man and a woman. Sexual intimacy should not be practiced among the unmarried, nor among those of the same biological sex.

Residents are exhorted to be above reproach in all their choices, including decisions related to romantic and sexual intimacy. Physical expressions of affection and intimacy should be carefully considered, and such expressions should be made with consideration for godliness and for the wellbeing of GNU's Christian community. Romantic and dating partners may visit each other in GNU housing in common areas of the home. A romantic or dating partner may not stay overnight in student housing.

The University forbids non-married students, regardless of biological sex from engaging in any sexual behavior or practices, or cohabitation, in GNU housing. The purpose of these values is to sustain an environment of spiritual and sexual integrity. Violation of these policies is grounds for immediate removal from GNU Housing.

## **ROOM CONDITION AND CARE**

All students moving into a residence will be given a Housing Condition Form, which is completed by the GNU staff. The Housing Condition Form describes the condition of the room and its contents. This form will be used in determining normal wear and tear and damage responsibility. At the end of the academic year, or when a student moves out of a room, the housing staff inspects the room. Students will be held responsible for the condition of their rooms. Damage to, or theft of, furnishings will be charged to the residents of that room. Each resident is responsible for the care of his or her room and is expected to keep it in order. Trash and recycling items must be disposed of in the trash receptacles.

## **DAMAGES**

Damages to a room or its contents should be reported immediately to the Assistant Campus Life Coordinator, so the necessary repairs can be made. Normal wear of furnishings and equipment in a house is expected. Excessive damage to furnishings and equipment, including appliances and fixtures, will be charged to those found responsible. If the identity of the person(s) at fault cannot be determined, the cost of repairing or replacing the damaged or stolen property in a common area will be divided among residents of the house.

## **COSMETIC CHANGES**

GNU student housing is designed for the use of students over several years. Certain personal cosmetic changes by the students (painting rooms, contact paper, stick-on decorations, hooks or nails that make holes in the walls, wallpaper, etc.) require unnecessary repairs by the University. Therefore, any alterations to the rooms may not be made without prior authorization from the Assistant Campus Life Coordinator. Significant cosmetic changes may result in the loss of the security deposit. Residents will be charged for any additional repairs and/or replacement that exceed their security deposit. Disciplinary action may follow unauthorized alterations of rooms.

## **FURNITURE**

Each GNU residence house is furnished with the furniture that is appropriate for the house. Students may not bring additional furniture into the house without prior consent by the Assistant Campus Life Coordinator

Each resident must provide his or her own linens, blankets, bedspreads, pillows, wastebasket, etc. Students are responsible for proper use of furniture provided by the University. Mattresses must remain on the bed frame and may not be placed on the floor. Dressers may not be stacked or used as supports for other items. Any damage that results from improper use of furniture will be charged to the resident(s). Beds may not be placed on other furniture and may only be raised with preapproved blocks. University-supplied room furniture is not to be removed from rooms for any reason.

## **SERVICES INSTALLATION**

Students may not install (or arrange to have installed) radio or television antennas, satellite dishes, or any other form of third-party communication service (e.g. television service, internet service, etc.).

## **PAINTING**

Rooms in the residence houses are not to be painted by students, unless specifically instructed to by the Assistant Campus Life Coordinator or the University President. Residents will be charged for repairs and/or replacement, and disciplinary action will occur for unauthorized painting of rooms, including but not limited to being charged for repainting the room.

## **ROOM DISPLAYS**

Students are free to display posters and other appropriate items in their rooms that are not inconsistent with GNU's Vision, Mission, and Values Statement. Check with the Assistant Campus Life Coordinator if you have questions about what may or may not be appropriate

## **KITCHENS**

Kitchens are provided in student housing for all student meal preparation needs, since there is no student dining available on campus. As a courtesy to other residents, students are asked to clean up after themselves. Students are expected to store and maintain their food in safe and sanitary conditions. Appliances must not be left unattended while in use. Failure to keep the kitchen neat and orderly may result in disciplinary action. Students will be expected to clean common areas in preparation for weekly cleaning inspections. There may on occasion be an "impromptu inspections" to ensure proper housing etiquette among roommates.

## **LAUNDRY AND LINEN**

Laundry equipment is available in all student housing and is free to use. Students are urged not to leave their house for protracted periods of time while doing their laundry, and to remove their laundry promptly for the convenience of their housemates. Students will be required to provide their own laundry detergent and fabric softener.

## **REMOVAL FROM HOUSING**

GNU reserves the right to move a student to another residence or room; or suspend, remove or ban a student from GNU student housing if a student commits a serious violation of University rules/policies, fails to make payments, is expelled from the University, or repeatedly violates University rules/policies. In such a case where a student is removed from GNU student housing, the student's housing agreement will be terminated effective immediately. If a student is removed from a residence, the student will be barred from entering any GNU residence. Failure to comply with this will be considered trespassing and treated as such.

Any and all illegal activities are strictly prohibited in all GNU residences, including (but not limited to): underage drinking, hosting or allowing underage drinking, illegal drug use, and any other illegal activity. Students discovered to be engaged in these or any other illegal activity will have their housing agreement terminated immediately and will be required to move out. Other causes for removal from housing include, but are not limited to:

- expulsion from school
- property damage
- repeated or extreme disrespect toward housemates
- failure to respond to late payment notice
- not following housing policy rules

A student who is removed from GNU student housing for any of the above noted reasons is still responsible to pay the remaining balance of their housing fee for the entire year and student bill. Any unpaid balance may be sent to collections.

## **ELECTRICAL / APPLIANCES**

For life-safety reasons, it is not possible for students to utilize all the electrical appliances they may be accustomed to having at home or would otherwise desire. Overuse of electrical devices causes fatal fires, which occur far too often in the Logan Neighborhood of Spokane, where GNU is located. These rules are critically important to follow:

- Residents may not have hot plates, portable electric heaters, ultra-violet or sun lamps, electrical elements used for heating liquids, or small, individual refrigerator/freezers. Toasters, toaster ovens, coffee pots, and microwaves are permitted in residence house kitchens only, one per kitchen to be shared amongst house-mates. Cooking appliances must be plugged directly into the outlet, not on an extension cord of any sort. GNU houses may already include the essential appliances.
- Students are strictly prohibited from modifying, altering, or otherwise tampering in any way with the electrical system of the residence houses. This includes, but is not limited to, changing light fixtures, installing ceiling fans, repairing or replacing outlets and switches, replacing or adding breakers to the breaker panel, and running new electrical circuits.
- All electrical cords and connections must be in good working condition. All electrical devices must be plugged directly into the wall outlet, unless an authorized GNU representative approves the use of a single-plug extension cord. Use of wall plug splitters are not allowed and will be confiscated.
- Repeated overloading of electrical circuits will result in the removal of equipment causing the overload.
- For fire prevention and safety reasons, high-wattage lamps are not permitted in any residential living area. Any lamp or light bulb higher than 100 watts is considered to be high wattage. Student provided lamps or light fixtures must use LED-type bulbs.

## **SAFETY AND SECURITY**

The ultimate responsibility for the security of a student's room lies with the student, and the security of the house rests upon all the residents of a given house. If a student does not have property insurance for personal belongings, it is recommended that such coverage be purchased. The University is not involved in students' transactions with insurance companies. Students are encouraged to permanently mark their personal property with appropriate marking devices. The University does not assume responsibility for damage to or loss of personal belongings, including as a result of theft or burglary.

## **FIRE SAFETY**

Evacuation instructions for residence houses are provided in student rooms and in the common areas of the house. Exits, hallways, or stairwells may not be blocked.

Fire extinguishers and alarms are installed for resident protection. Residents are urged to read directions on fire extinguishers to be sure they understand the type of fire for which the extinguisher is effective and how to operate it in case of need. Misusing fire extinguishers is not permitted and will result in disciplinary action, up to and including a \$500 fine and dismissal from the University.

Smoking, the use of candles or incense, or any open flame is prohibited in GNU student housing. Flammable fuels (gasoline, kerosene, propane, etc.) are not permitted inside buildings. Live Christmas trees are also not permitted in GNU housing.

Grilling is prohibited inside the residence houses, including in enclosed porches, but is permitted on the lawns, and open-air patios or decks. Grills must be operated at least 5 ft away from the house.

### **SMOKE DETECTORS**

Smoke detectors are present in individual rooms and in common areas of residence halls. Smoke detectors are potential life-saving devices. To ensure that the smoke detectors are used appropriately and serve their designed function, students may not dismantle or otherwise alter them. Students found responsible for misusing smoke detectors (tampering with, pulling from the ceiling, taking batteries out of, etc.) will be charged for repair and/or replacement and will face disciplinary action. The Assistant Campus Life Coordinator should be notified immediately when a smoke detector needs a new battery.

### **ALCOHOL/CONTROLLED SUBSTANCES**

All residents and guests are prohibited from: possessing or consuming alcohol, tobacco, and marijuana; possessing or consuming any drugs or medication that are illegal, or controlled without a prescription, or possessing and consuming them in such a way as to violate state and/or federal law; hosting or being in the presence of others consuming such substances in any of GNU's residences or grounds. In addition, all provisions of Federal and State law are always in effect. Alcohol/controlled substance paraphernalia is also prohibited.

### **KEYS**

Residents are always advised to keep their house doors locked and to carry their keys. If a key is lost, a new key can be obtained from the Assistant Campus Life Coordinator. A \$10 charge will be assessed to the student's account for a lost house key. Students may not make copies of keys. If loss of a key requires re-keying due to safety reasons, students may be responsible for the total cost of re-keying the houses, including door hardware, new keys for all residents.

### **BABYSITTING**

In the best interests of children and residents, babysitting is not allowed at GNU residence premises.

### **BICYCLES**

Bicycles are a well-known object of theft in the Logan Neighborhood of Spokane, where GNU is located. In addition to using a reliable bike lock, residents in GNU housing are urged to [register their bicycles for free](#) with the City of Spokane. This will not prevent your bike from being stolen, but it may improve the chances of a stolen bike being returned to the proper owner. Bicycles may not be stored in GNU student housing bedrooms or common areas for safety reasons; but they may be stored in garages, sheds, or enclosed porches. GNU does not assume responsibility for loss due to theft on the property.

### **PETS**

Animals or pets of any kind are not permitted in GNU student housing due to sanitation and health concerns. Service animals are an exception to this policy. Students with service animals

must seek approval from the Assistant Campus Life Coordinator and provide proper documentation of the animal's training and licensing.

### **RECYCLING AND CONSERVATION**

The University encourages students to reduce, reuse, and recycle consumable products and items, as well as to conserve energy. Residents are encouraged to conserve energy by turning off stereos, televisions, and lights when leaving rooms, using natural light during the day, and conserving water whenever possible.

### **ROOM ACCESS**

University staff may enter residences to examine conditions and to make necessary repairs and alterations. The University staff, without prior notice, may enter residence houses and students' rooms if they suspect the commission of a crime, a violation of the Student Handbook or GNU Catalog, or if immediate maintenance is required.

### **PRANKS**

Pranks are strongly discouraged by the University, as they can frequently and quickly escalate to be destructive and harmful. Individuals found guilty of a prank(s) will be held financially responsible if any damage occurs to any University or student-owned property. Responsible individuals may also face disciplinary action and fines if any of the following occurs during or because of the prank(s):

- Invasion of another student's or employee's privacy.
- Defamation of character of another student or employee.
- Disruption to the regular operation of the University.

**LOCKOUTS** – Students who are inadvertently locked out of the house may receive emergency assistance from GNU staff.

***I have fully read and agree to comply with these policies as the terms and conditions of my housing with GNU and affirm that violations of these policies may result in discipline up to and including removal from GNU Housing, and dismissal from the University.***

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Your Name – Please Print

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Date

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Your Signature