LICENSE AGREEMENT
The Residence and Dining Hall License Agreement
A legal and binding agreement between you and the University of Nevada, Reno

Important

The Residence and Dining Hall License Agreement is a legal and binding agreement between you and the University of Nevada, Reno. By submitting the License Agreement Signature Form or License Agreement Web Form (collectively referred to as the License Agreement), you are making a commitment and agreeing to pay for services for a full academic year (or the remainder of the academic year if you enter into the license agreement after the start of the fall semester).

Admission to the University

Application for admission to the university and application for on-campus housing accommodations are separate transactions, acted upon separately by the university. (Note: Submission of this agreement does not guarantee that accommodations will be available.)

Before Entering Into License Agreement

Carefully read the entire License Agreement in order to understand what you are agreeing to. Review your financial resources and your medical, religious, and dietary needs as you make your plans for the entire academic year. Make sure you can commit to all the terms of the License Agreement before submitting the form. Freshmen students under the age of 23 must be vaccinated against Neisseria meningitis (Meningococcus) unless excused because of medical or religious reasons. This license agreement cannot be transferred, assigned, or subject to another party, in whole or in part.

Whom Do I Contact for Information?

Information regarding campus housing, assignment procedures, and food service may be obtained from the Department of Residential Life, Housing and Food Service, located in Juniper Hall by calling (775) 784-1113 or emailing housing@unr.edu. Please see our web site at: http://www.reslife.unr.edu.

License Agreement Information

The information outlined below will help you complete your License Agreement Form for room and board accommodations. If you have additional questions, please contact the Department of Residential Life, Housing and Food Service. You are encouraged to complete the form and submit it with your initial payment as soon as possible. Please refer to the rates information available on our web site.

Room Assignments

Room assignments are based on the information you provide. Considerable effort is made to honor specific requests and to meet individual needs when making room and roommate assignments. However, heavy demands for university housing sometime make it impossible to satisfy all individual requests.

Living Options
Indicate your preference for living options. Smoking is not allowed in any of the residence halls. Please refer to the following definitions when completing this section. Please refer to the residence hall information on our web site or contact our office for specific information.

Residence Halls: Argenta, Juniper, Lincoln, Manzanita, Nye, Sierra, and White Pine Halls.

Apartments: Canada Hall is the apartment-styled residence hall where priority is given to returning residents and transfer students who have a sophomore status or higher.

Academic Pursuit/Quiet Study: A section of the residence hall designated as a quiet area with an atmosphere conducive to study.

Substance Free Lifestyle Area: Based on availability and interest, a substance free lifestyle living area may be available for those residents wishing to live a lifestyle free of tobacco, alcohol, and other drugs.

Living Learning Community: These are floors, sections or entire residence halls where students request to live near others and share a particular interest in academics, social and cultural issues and activities. Students must complete a separate application to participate in these communities.

**Room Preferences**

**Double:** The majority of the student rooms in the residence halls are standard double rooms designed and furnished for two students. Standard double rooms are the most popular and least expensive type of room. Argenta Hall may be assigned as triple occupancy and is then assessed the standard double room rate. There are a few specifically designed rooms in Lincoln and Manzanita Halls that may accommodate three or four students permanently or for overflow housing in any residence hall and are assessed double room charges for each individual.

**Single:** There are a limited number of single rooms and they are generally only available in Juniper, Lincoln, Manzanita, and Sierra Halls. Single room assignments are made for students on a "space-available" basis according to the room assignment priority system. If we are unable to accommodate a student's request for a single, they will automatically be assigned to a double room.

**Premium Double:** There are a limited number of these larger double rooms only available in Sierra Hall. These rooms are designed and furnished for two students but they may be furnished to accommodate three or four students at a double room rate for overflow housing.

**Premium Single:** There are a limited number of these larger single rooms available in Sierra Hall. These rooms are designed to accommodate two students at a double room rate.

**Guaranteed Private:** These rooms are contingent on availability. These private rooms are double rooms that are occupied as singles and are granted on an academic year basis, if available. The cost is twice the double room rate.

**Accidental Private:** The accidental private status is only available when the residence hall system is no longer at maximum occupancy, there is no applicant pool, and if a student in a double room is without a roommate. The student may have the option of assuming the double room as a single for the accidental private rate. These are for the remainder of the academic year on a "space-available" basis. In the event of full occupancy, students occupying accidental privates may be required to assume a roommate and return to a double status. In the event that a student is in a double room without a roommate and has not been assigned an accidental private, the available space must be ready for immediate occupancy at all times. If the space is not available for immediate occupancy or if a student expresses interest in moving into the space and is dissuaded, the current occupant will automatically be assessed accidental private charges.

**Meal Plans**

All first year students in college who have not reached the age of twenty-one by the first day of class of their first semester who live in the residence halls are required to purchase a residential meal plan for both fall and spring semesters. For specific meal plan requirements and additional information, please refer to the meal plan information on our web site (www.reslife.unr.edu). Those freshmen who do not indicate a choice of meal plan will be assigned and billed for a Standard Plan C. No refund is given for unused meals or Foodbucks. Your Foodbucks does not expire at
the end of either the fall or spring semester. The Foodbucks balance remains for you to use as long as you remain at the University and your account does not become inactive. An account is considered inactive if there is no use for a period of 16 months. Meal plans may be changed among the residential meal plans, including the A, B, C, and D Plans (Standard and Premium) during the first three weeks of classes or during the semester break. Meal Plans can only be changed once during each change period. No meal plan holders may loan their card to anyone else to use.

Terms and Conditions of Occupancy

The Residence and Dining Hall License Agreement is the legally binding agreement for a full academic year, Spring Only, and/or summer session between the student and the University of Nevada, Reno covering room and board accommodations in the residence halls. Both parties assume the rights and responsibilities outlined in the License Agreement and all supporting documents upon acceptance of the License Agreement Form. This agreement is not a lease and shall not be construed as establishing a relationship of landlord and tenant between the University of Nevada, Reno and students who occupy the residence halls.

LICENSE AGREEMENT PERIOD

The license agreement period is for the entire academic year (or the remainder thereof) and/or summer session. Indicate on the License Agreement Form which semester you desire to have your license agreement go into effect by checking the appropriate box. A financial penalty may result for persons failing to fulfill the entire license period - see the section of the Terms and Conditions of Occupancy titled Charges/Refunds.

Sierra Hall is available during the Winter Break for an additional charge. All of the other residence halls are closed, but residents may leave their belongings in their room during this period. The university will not process room refunds as long as the student remains enrolled, the student's personal belongings remain in the room, or until the student is officially checked out of the room. A resident's occupancy in university housing is terminated only upon approved release, official check out, and all keys are returned.

ADMISSION TO THE UNIVERSITY OF NEVADA

Acceptance of the Residence and Dining Hall License Agreement does not confirm admission to the University of Nevada, Reno. Assignment in on-campus housing is contingent upon final acceptance for admission by the university. The University of Nevada, Reno reserves the right to refuse any application for accommodations in on-campus housing by returning the reservation deposit.

DEPOSIT INFORMATION

A $325 payment, which includes a $125 security deposit and $200 initial payment, must accompany the License Agreement Form for accommodations on-campus for the applicable license period. Since the deposit is a reservation security deposit, charges cannot be made against the deposit during the license period. The deposit is also required to insure the university against loss through unpaid room charges, property loss, and excessive wear and tear. At the end of the license period, the deposit will be refunded less outstanding housing or other university charges.

Full refund of the deposit is made only to students who fulfill the license agreement period.
Refund of the deposit, or any remaining balance, will be applied to your student account approximately six weeks after check out. No refund of the deposit is made for any cancellations, including those withdrawing from the university or release from the license agreement.

VACCINATIONS

Regulations passed by the Nevada Division of Health require that, any freshman college student under the age of 23 may not live in on-campus housing unless vaccinated against Neisseria meningitis (Meningococcus) unless excused because of medical or religious reasons. You will not receive your room assignment unless we have your Meningitis vaccination record on file in our office. Failure to provide this record does not release you from your license agreement or its financial obligation.

CHARGES/CANCELLATIONS/REFUNDS

Room and Board charges are indicated on the rates information section of our website. All charges will be posted to the student's university account. Amounts are due as indicated in the University Class Schedule. Failure to pay the amount on or before the due date will result in action by the university including, but not limited to, eviction, exclusion from meals, academic holds, payment due in full, the assessment of a late fee, and the account may be turned over to a collection agency with the collection fees added to the unpaid balance.

If a student cancels the license agreement in writing prior to June 15th (October 15th for Spring Only License Agreement) all fees except the security deposit will be refunded. If a student cancels the license agreement in writing between June 16th and July 31st (October 16th and December 1st for Spring Only License Agreement), all fees except the security deposit and initial payment will be refunded. Cancellations between August 1st (December 2nd for Spring Only License Agreement) and the opening date of the residence halls will forfeit the security deposit, in addition to 25 percent of the room charge for the semester. License Agreements with no room assignment and insufficient enrollment in UNR coursework may be cancelled by the University with forfeiture of the deposit and initial payment. If a student cancels the license agreement for approved reasons from the university on or after the opening date of the halls, credits/refunds will be made only to those persons who receive approval in accordance with the Residential Life, Housing and Food Service refund policy. Credits for semester room and board charges are issued according to the following schedule:

- Through the 2nd week of class - 75 percent credit
- 3rd through 6th week - 50 percent credit
- 7th through 8th week - 25 percent credit
- After 8th week - NO credit or refund is issued

No refunds or credits are issued to enrolled students who move out of the residence halls. NOTE: Residents who have been officially released at the end of fall semester are reminded that they must officially check out. Otherwise, occupancy charges will continue into the spring semester.

For Summer Session Only: If a student cancels a summer session term license agreement prior to May 1st, all fees except the security deposit will be refunded. For cancellations of a summer session license agreement after May 1st, residents must give at least a thirty (30) day notice in writing prior to the departure (or cancellation) date. Summer residents who fail to give thirty (30) days notice will be charged an amount equal to a charge for a thirty (30) day period from the date of notification.

TERMINATION OF LICENSE AGREEMENT

Late Arrivals/No Shows/Cancellations
A student is considered a “no show” if he/she has not officially checked into the residence hall by 12:00 noon of the first day of class. Students must notify the Department of Residential Life, Housing and Food Service (in writing) prior to opening day if they will be late in arriving.
Previously assigned spaces cannot be held past 12:00 noon of the first day of class without prior arrangements. Failure to occupy assigned accommodations does not nullify the license agreement.

The license agreement may be terminated if the student withdraws from the university and TMCC during the agreement period or if the student is released from his/her license agreement obligations by the university. Should the student enroll in any course work at the university and/or TMCC during the academic year, the license agreement will automatically be reinstated and the student will be financially responsible for room and board charges.

Release from the license agreement is possible only under special circumstances approved by the university. To be considered for release, the student must file a request with the Department of Residential Life, Housing and Food Service. Only if the request is approved will the student be released from the license agreement. All requests for cancellations must be submitted (in writing) directly to the University of Nevada, Department of Residential Life, Housing and Food Service or sent by registered mail.

Stipulations concerning the disposition of the reservation/security deposit at license termination are outlined in the Deposit Information section.

CANCELLATION DUE TO MISCONDUCT

The university may administratively cancel the license agreement if the student demonstrates an inability to abide by the requirements for group living, which the student agrees to by entering into the agreement. Additionally, violation of university and/or residence hall rules and regulations, state laws, or conduct which is otherwise detrimental to the student or to the welfare of residence hall residents, may be the basis for disciplinary action against the student, assessment of fines or damage charges, termination of the agreement and the initiation of eviction proceedings. If a student is evicted for disciplinary or administrative reasons, refunds will be handled in accordance with the refund schedule and the student will be assessed an additional cancellation charge of $250.00.

ROOM CONDITION AND FURNISHINGS

Each student is required to sign a Room Condition Form acknowledging receipt of all property assigned to them when he/she moves into the room. The student is financially responsible for the general condition of the room, furnishings, and the equipment assigned to the room, including loss, damage, or special cleaning necessitated by improper care of rooms and equipment. Charges for loss of equipment, damages to, or defacement of, any area in common use (lounges, hallways, bathrooms) may be assessed against residents of the area or hall. Students are responsible for maintaining the cleanliness of their rooms/suites.

Residents are encouraged to add furnishings to their rooms which individualize their living area but do not create safety, fire or health hazards. Upon finding damages when moving into a room, residents are required to report them immediately to the Resident Assistant in charge. Furniture and fixtures provided by the university for use in a particular room are not to be removed from the room. The room may be used only as a private residence. Residents are not allowed to carry on any business or remunerative purposes from the residence hall or to inscribe or affix any sign or advertisement, or notice on any part of the inside or outside of the building or premises.

At the end of the occupancy period, residents are expected to follow the established housing checkout procedures which include (1) removal of all personal belongings from the room, (2) thoroughly cleaning & vacuuming, (3) arranging an appointment with a Resident Assistant to check out, (4) returning room key and PASS (Perimeter Access Security System) card to the housing staff member, and (5) completion of the checkout portion of the Room Condition Form. Students who fail to comply with these procedures will be assessed an improper checkout charge in addition to other charges for which the student is responsible. In those instances where items are left in the residence halls after the owner or resident has moved out of the hall, the Department of Residential Life, Housing and Food Service shall declare the items abandoned in
favor of the university. The Department of Residential Life, Housing and Food Service will dispose of the items or turn them over to charity. Residents may be charged for removal and/or storage of items.

The university shall furnish heat and electricity to the room assigned to the student. The university shall have the right to interrupt temporarily such utilities or services where necessary because of accident, emergency, repairs, alterations, or improvements which in the judgment of the university are necessary or desirable. No diminution or abatement of rent or other compensation shall be claimed by the student, nor shall this agreement or any of the obligations of the student hereunder be affected or reduced by such interruption or curtailment.

ASSIGNMENT PROCESS

Preference for residence hall space is given to full-time enrolled students of the University of Nevada, Reno. In order to be assigned, students must be enrolled in at least 12 credits at UNR. Subject to availability of space, the university will assign accommodations according to requested preferences. However, the university does not guarantee assignments to a particular building, type of accommodation, or with a specific roommate. The university provides accessible accommodations for students with disabilities. Since assignment is made on a space available basis, early application is essential. Please contact the Department of Residential Life, Housing and Food Service and the Disability Resource Center for additional information. Assignments are made for new students by date, in the order in which their License Agreement Form, initial payment, and deposits are received. Full consideration is given to each student's preferences. We are generally able to match mutually requested roommates when they are submitted at the same time. To help insure the roommate assignment of your choice, please submit both License Agreement Forms in one envelope or at the same time. License Agreement Forms must request each other as roommates. Chances of receiving your first choice of assignment are improved if you return your License Agreement Form as early as possible.

Assignments will normally be made on the basis of two students per bedroom. However, demand for housing may require that the university assign temporary spaces and/or three or four persons per bedroom, and thus the university reserves the right to assign in this manner. Students so assigned will be reassigned to double occupancy spaces as they become available.

Students are expected to remain in the room and hall to which they are assigned and are encouraged to try to work out differences with their roommate before requesting a room change. The university reserves the right to assign or reassign accommodations as it deems necessary. Students occupying a double room and paying a double room rate may be required, if a vacancy occurs in the room, to move to another double room, accept another roommate or pay for the room as an accidental private. It is the student's responsibility to select the desired roommate (another resident without a roommate) and negotiate who will move to which room. Students remaining in a room alone as a result of refusal to move to another room or to accept another roommate will be charged the guaranteed private room rate commencing with the date of single occupancy.

POLICIES

Policies and the student's responsibilities regarding residential living are outlined in the Residence Hall Handbook section of the Student Handbook.

UNIVERSITY LIABILITY

The university does not assume any obligation or liability for loss or damage to items of personal property which may occur in the buildings or on its grounds, prior to, during or subsequent to the terms of this license agreement. Students are encouraged to keep rooms locked at all times and carry private insurance on personal possessions.

Rights Reserved by the University
1. Notification
The university reserves the right to notify family members, emergency contacts, guarantors, or university scholarship providers when deemed necessary; for example, in case of medical emergency, infectious disease, underage alcohol violations, substance or drug abuse, behavioral misconduct, or financial issues.

2. Room Entry
University officials reserve the right to enter and inspect residence hall rooms or apartments at any time without prior notification. Inspections will occur when necessary to protect and maintain the property of the university, the health and safety of its students or whenever necessary to aid in the basic responsibility of the university regarding discipline and maintenance of an educational atmosphere. Police will be contacted in incidents which may involve drugs, weapons, stolen property, or criminal activity. In addition, residents or guests may be removed by emergency personnel if they are unable to care for themselves or when their health or safety is at risk.

3. TERMINATION BY THE UNIVERSITY
Upon reasonable notice and for good cause, the university reserves the right to terminate this agreement. Reasonable notice of termination will normally be 48 hours, but may be less when deemed appropriate. Examples of good cause include, but are not limited to, failure to make payment of charges, suspension or withdrawal from the university, disciplinary or administrative action, and/or failure to comply with the policies and rules contained in the Residence Hall Handbook. If this license agreement is terminated by the university, the same schedule of charges cited in Charges/Refunds will apply.

4. Renovation/ Construction
Due to the university's ongoing commitment to provide students with a high-quality living environment, renovation work or construction projects may at times cause some inconvenience. Such inconvenience does not constitute release from the agreement, abatement of rent or other compensation.

Complete the License Agreement Form
Submit the License Agreement Form with the required initial payment. Rooms are assigned on a first-come, first-served basis. Unless the Department of Residential Life, Housing and Food Service is notified in writing, your address and phone number listed on the License Agreement Form will be released to your roommate upon assignment. Submission of the License Agreement Form constitutes an electronic signature as outlined in NRS 719. Students UNDER THE AGE OF 18 must have a parent or guardian sign and date the Guarantor section of the License Agreement Form (paper copy) or complete and mail or FAX the Guarantor Signature Form to our office (web form) before their application becomes active. Failure to submit the Guarantor Signature Form does not constitute release from the License Agreement.
Residence & Dining Hall License Agreement Signature Form

PLEASE PRINT IN PEN

Student Personal Data Information

Student ID Number (NSHE ID)

Last Name
First Name
MI

Street Address

City
State
Zip

Country
Contact or Cell Phone Number

Birth date
Gender
Class Rank

E-mail Address

License Agreement Information

License type preferred  
(Refer to http://www.unr.edu/housing/summer)

Which time period would this license agreement be in effect? (check all boxes that apply)

☐ Full Summer Session (May 16 - August 14) $1410.50 Triple

☐ Mini & 1st Only (May 16 - July 10) $868.00

☐ 1st & 2nd Only (June 7 - August 14) $1069.50

☐ Mini Summer Session (May 16 - June 5) $325.50

☐ 1st Summer Session (June 7 - July 10) $527.00

☐ 2nd Summer Session (July 12 - August 14) $527.00

Uninterrupted Housing/Dining

If you are requesting Uninterrupted Housing please fill out the following:

☐ Yes I lived in the residence halls for the Spring 2015 semester and was assigned to:

☐ Yes I need uninterrupted housing 5/14-5/15 (Triple: $31)

☐ Yes I signed up during Return Housing and was assigned to:

☐ Yes I need uninterrupted housing 8/15-8/19 (Additional $147.00)

☐ Yes I need uninterrupted meals 8/15-8/19 (Additional $126.61 for 19/week, $102.25 for 14/week, or $73.10 for 10/week)

For Office Use Only

Student ID Number (NSHE ID)

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Initials

Residence & Dining Hall License Agreement Signature Form

SUMMER STUDENT 2015

$125 DEPOSIT & FULL PAYMENT DUE WITH THIS FORM
See the Summer Housing Web Site at http://www.unr.edu/housing/summer

Student ID required. You must apply to the University at www.unr.edu/apply to receive your Student ID.

Student ID Number (NSHE ID)

Last Name
First Name
MI

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### Dining Options

The Downunder Café residence dining facility will offer three weekly (Thursday-Wednesday) plans. Each meal plan resets after dinner on Wednesday, and any unused meals for that week are no longer available. Rates are based upon a full day for check-in and a full day for check-out. The summer meal rates are (Please check one):

<table>
<thead>
<tr>
<th>Plan</th>
<th>19 meals per week</th>
<th>14 meals per week</th>
<th>10 meals per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st &amp; 2nd Summer Sessions</td>
<td>$1588.38</td>
<td>$1282.71</td>
<td>$917.01</td>
</tr>
<tr>
<td>1st Summer Session</td>
<td>$782.68</td>
<td>$632.06</td>
<td>$451.86</td>
</tr>
<tr>
<td>2nd Summer Session</td>
<td>$782.68</td>
<td>$632.06</td>
<td>$451.86</td>
</tr>
</tbody>
</table>

### Assignment Preferences

*We do not guarantee these assignment preferences, as they are limited to availability.*

- Do you keep your room neat and organized?  
  - Yes  
  - No

- Do you prefer going to sleep after 11:00 PM?  
  - Yes  
  - No

- Would you be interested in an academic pursuit/quiet study area?  
  - Yes  
  - No

- Do you have any physical disabilities or any other conditions requiring special housing consideration?  
  - Yes  
  - No

*Please indicate disability:*

*If yes, please include documentation of your disability or condition you wish to be considered.*

### Roommate Request Information

If you are requesting a specific roommate, it must be a mutual request and the License Agreements should be submitted at the same time, if possible. **NSHE numbers for all requests are required.** Roommate requests are not guaranteed, but we will do our best to accommodate the request.

**Name of Requested Roommate**

**Requested Roommate’s ID**

### Emergency Contact Information

**Last Name**

**First Name**

**Relationship**

**Daytime Phone**

( ) - 

**Evening Phone**

( ) - 

Are you allergic to any medications?

### Payment Information

Mail this completed form with your $125 deposit and full payment. Checks should be made payable to **Board of Regents**. If you wish to charge your security deposit and full payment, please complete and mail or FAX the Credit Card Authorization form (attached or available at www.unr.edu/housing/forms) with your completed application.

**SIS RECEIPT NUMBER:**

### Signature

When you sign this form you are agreeing to the Terms and Conditions of the License Agreement, to pay all room and board fees when due, to abide by all rules and regulations and policies as outlined in the Student Handbook, Residence Hall Handbook, and supporting documents covering room and board accommodations at the University of Nevada, Reno. This License Agreement terminates at the end of summer term. Moving or checking out of the residence hall does not constitute release from the License Agreement. For cancellations of summer term housing after May 1, 2015 residents must give the Residential Life, Housing and Food Service Office at least a thirty (30) day notice in writing prior to the departure (or cancellation) date. Residents who fail to give a thirty (30) day notice will be charged an amount equal to rent for a thirty (30) day period from the date of written notification.

**Date**

**Student Signature**

**STUDENTS UNDER 18 YEARS OF AGE MUST ALSO HAVE A PARENT OR GUARDIAN SIGN BELOW AS GUARANTOR.**

**Date**

**Guarantor Signature**

**Relationship**
Credit Card Authorization

Students Name: __________________________________________________________

Students Cell Phone #: ____________________________________________________

Name on Card: ____________________________________________________________

Cardholders Cell Phone #: ________________________________________________

Cardholders Email: ________________________________________________________

Credit Card Type: ☐ Visa ☐ Master Card ☐ American Express ☐ Discover

Account Number: _________________________________________________________

Amount: _________________________________________________________________

Expiration Date: __________________________________________________________

Billing Address: __________________________________________________________

Billing Zip Code: _________________________________________________________

Credit Card Verification Number (see below): _________________________________

I agree to pay the above total amount according to the card issuer agreement

Signature: _______________________________________________________________