

# 2008 SUMMER HOUSING INFORMATION SHEET

## Delaware Valley College

### **To be eligible for summer housing, you must meet the following criteria:**

- 1) Working On-Campus<sup>(1)</sup>, registered for a Summer Class, or working off campus in an approved and registered Employment Program position.
- 2) Must be registered for classes and assigned On-Campus Housing for the 2008 Fall Semester<sup>(2)</sup>
- 3) Complete and return the Summer Housing Profile and Summer Housing Agreement Forms.
- 4) Must be financially current with the College (i.e., cleared by the Bursar)

(1) – Students approved for on-campus positions will be expected to complete 350 hours in their assigned job.

(2) – Students who are on the Priority Waitlist will be considered as meeting this criteria. They will need to sign an agreement stating that they will move out of Summer Housing on the stated date whether they have on-campus housing or not for the 2008 Fall Semester.

### **COSTS:**

No housing fee will be charged if you meet all of the criteria listed above. In addition, if you are working on-campus during the summer and complete 350 hours of work, you will receive a 50% discount on summer tuition. Students are expected to adhere to the completion of the appropriate paperwork and deadlines. **If you do not complete the 350 hours as part of your working on-campus, your Summer Housing costs will be pro-rated and billed to your student account. The weekly Summer Housing Rate is \$130.00/week. Furthermore, you will not receive the 50% discount on your summer class tuition. Any student working on campus who wishes to take vacation time during the summer employment period MUST receive prior approval from his/her supervisor. Failure to receive approval could result in full room and tuition charges (where applicable) being applied.**

If a summer student employee enrolls in summer classes and later withdraws, the following policies apply. Any exceptions will be made by the Bursar's Office:

- Prior to the start of class—No charges, tuition payment refunded if paid.
- First week of classes—Tuition waived, \$50 withdrawal fee from any tuition paid.
- Second week of classes—50% tuition waived, \$50 withdrawal fee from any tuition paid.
- No refund and any unpaid tuition is due if withdrawing from courses after second week of the term.

**Each student will be required to pay a \$100.00 damage deposit prior to Monday, May 5, 2008.** The damage deposit can be paid by check, cash, money order, or credit card. At the end of the summer, any damage assessments will be sent to the Bursar's Office. The Bursar will transfer any damage assessments and the \$100.00 deposit to your student account. If a positive balance remains, the balance will be refunded to the student.

### **Summer Housing Profile Form:**

The Summer Housing Profile Form will be available at the Office of Residence Life **starting Monday, April 10, 2008**. It must be completed and returned to the Office of Residence Life **no later than Monday, May 5, 2008** to be considered for summer housing.

### **Tracking/Verifying Summer Student Status:**

**Students taking only Summer Class(es):** Registrar's Office will provide a tentative list of those students planning to take summer classes by May 1, 2008. Updates will be provided regularly thereafter.

**Students Working On-Campus or Participating in the Employment Program:** The Financial Aid Office will provide a tentative list of students approved for on-campus employment or the Employment Program by May 1, 2008. Updates will be provided regularly thereafter. Furthermore, for students working on campus, the Payroll Office will provide information on a regular basis regarding a student's progress toward meeting the 350 hours.

*The Office of Residence Life, in consultation with the appropriate office, reserves the right to cancel a student's on-campus summer housing assignment if it is deemed that a student is not making appropriate progress toward completing the 350 hours of work, withdraws from his/her summer class, or stops participating in the approved and registered Employment Program position. If this should happen, you will be expected to move out of Summer Housing within 48 hours.*

## **General Information:**

Summer students will be housed in South Hall Phase II. **Summer Housing will be limited to 96 summer students, is on a first-come, first-served basis, and is dependent on meeting the above mentioned criteria.**

South Hall Phase II will remain substance free during the summer. Possession or use of alcohol or any illicit drug or controlled substance is not allowed in South Hall by any resident regardless of age. A Security Officer will be posted in South Hall Phase I during specified hours everyday during the summer.

The suite and bedroom doors in South Hall are very expensive to replace. **Do not post or stick anything to the doors, either on the inside or outside.** Any damage will be the responsibility of the specific resident(s). The windows have special security locks to protect the residents. The windows cannot be opened more than 5 inches. The security locks are not to be removed or tampered with. Any residents found with windows open farther than 5 inches will be subject to disciplinary action.

The laundry machines are unique to South Hall and require special care and instructions. All residents are expected to use these machines with care, and follow all guidelines outlined by the Residence Life Office.

Summer residents will remain in their present academic year housing assignment until such a time that South Hall Phase II has been cleaned and is ready for occupancy. Summer Housing begins on Sunday, May 25, 2008 and ends on Wednesday, August 20, 2008. **Summer residents will move out of their present assignment and into their Summer Housing Assignment on Friday, May 30 - Sunday, June 1, 2008. Summer residents will move out of their summer assignments and into their 2008-2009 academic year housing assignments on Friday, August 1 – Sunday, August 3, 2008. It is expected that any student assigned to Summer Housing will be available on these dates. Failure to be available to move on these dates may affect your Summer Housing Assignment.** Any changes to these dates will be communicated in advance. Any exceptions are at the discretion of the Assistant Dean of Students or his designee. Student Health Services will be open during its regular hours (8:30am – 4:30pm) unless otherwise posted.

**It is expected that summer employment extends through August 20, 2008.** Summer Housing is a privilege. All policies and expectations, as outlined in the most recent version of the Student Handbook and this document, are in effect. Failure to abide by these policies and expectations may result in your loss of summer housing.

**Flex Accounts:** Summer Flex money can be placed on your ID card for use at Schatzy's Food Court during the summer. For every increment of \$25.00 that you place on your flex account, you will receive a 10% Bonus Flex Dollars. The Food Court will be open starting Tuesday, May 27, 2008 from 8:00am – 1:30pm.

**Conference Group:** An occasion may arise in which a conference group is assigned to South Hall Phase I during the summer. If this should occur, it is expected that summer residents be considerate. Furthermore, conference attendees will be informed that they should not venture into South Hall Phase II. During the summer, all laundry rooms in South Hall Phase I will be locked **except** for the laundry room on the 4th Floor. Any issues involving only Conference attendees or facilities being used by Conference attendees will be addressed by the Events Office. Any issues that arise involving Summer Students will be addressed by Residence Life and Security.