



# AGREEMENT FOR HOUSING

## Terms and Conditions for Summer 2025

### 1. AGREEMENT

This document and those referred to within it constitute Winona State University's Agreement for Housing, hereafter referred to as the Agreement. The services described in the Agreement are offered exclusively under the terms and conditions stated.

- a. Providing an electronic signature within the online housing application constitutes acceptance of the terms of the Agreement.
- b. Students under the age of 18 will be able to designate a parent/guardian as a proxy within the Housing Application, to sign on their behalf. Signature (or proxy, if under 18) on the Agreement for Housing and Dining form indicates that the student has read the Agreement, understands it, and agrees to all the terms and conditions included in it.
- c. No other university department or agency may represent, promise, alter, or cancel this Agreement. The Agreement becomes legally binding on both parties once the online housing application is completed. This includes a signed Agreement and application fee (see Section 2).
- d. The term "residence hall" refers to all residential buildings operated by Winona State University (Alumni House, Conway, East Lake Apartments, Kirkland-Haake, Prentiss-Lucas, Morey-Shepard, Richards, Sheehan, and the Sustainability House), except where noted.
- e. The term "room" refers to rooms, suites, and apartments, except where noted.

### 2. APPLICATION FEE

- a. Once you sign your agreement, a non-refundable application fee will be applied to your student account. The application fee amount is:
  1. \$25.00 for applications received on or before April 15, 2025
  2. \$50.00 for applications received after April 15, 2025

### 3. ELIGIBILITY

- a. May Term Housing
  1. Student must be living in any WSU residence hall for Spring 2025.
- b. Summer
  1. Any student who is enrolled in at least 1 credit for Summer or Fall 2025, at Winona State University or Minnesota State College Southeast.
  2. For non-WSU/MSCSE students, proof of enrollment at an educational institution and reason for living in Winona for summer will be required.
- c. If student loses status as an enrolled student, they will be required to vacate their assigned space within 72 hours of that loss of status, unless an exception is approved by the Director of Housing and Residence Life or their designee. Student will be required to provide documentation that they are actively working toward a resolution.
- d. A student whose conduct and/or criminal record indicates an actual or perceived threat or danger to the University community, including students, faculty, staff, and guests is ineligible.

### 4. DURATION

- a. This Agreement is binding for the entire agreement period:
  1. May Term Housing: May 9, 2025 – June 1, 2025
  2. Summer Housing: May 9, 2025 – August 6, 2025

- b. If student arrives early or stays late, the request must be approved, and the student will be subject to additional charges of \$50 per day.
- c. If student enters into an Agreement after the term has commenced, the Agreement is binding from the date the Agreement is signed.
- d. Student is responsible for the room and payments until they and all belongings vacate the premises, check out properly, and end the agreement per its conditions.
- e. Term Periods
  - 1. **May Term:** Student will move to the designated hall for May Term Housing during the dates/times advertised. Student must vacate their May Term Housing assignment no later than 3pm on June 1.
  - 2. **Summer:** Student will move to the designated hall for summer housing during the dates/times advertised.
    - a. Students who do not have a housing agreement for Fall 2025 must be checked out of summer housing by 3pm on Wednesday, August 6.
    - b. Students who have a housing agreement for Fall 2025 will move to their Fall room assignment between August 4-6.
- f. There is no dining service or shuttle service during the agreement periods.

## 5. UNIVERSITY'S OBLIGATION

- a. WSU agrees to provide clean, habitable premises and to keep them in good repair.
- b. WSU reserves the right to cancel this Agreement and remove and/or relocate students for any violation of Agreement terms.

## 6. STUDENT AGREES

- a. To pay all specified fees;
- b. Educate themselves and follow all rules and regulations of the WSU Student Conduct Code, all Housing and Residence Life Policies and Procedures (found online at <https://www.winona.edu/housing/policies.asp>), and to abide by the terms within this Agreement;
- c. Be responsible for payment of any damage assessed to their room, its furnishings, windows, doors, and other University property. When more than one resident is assigned to a room and individual responsibility cannot be determined, the charges will be divided equally to the assigned residents;
- d. Be financially responsible, individually, or collectively, for any damage or required cleaning to common areas of their living community and its furnishings;
- e. To receive notice of housing reservations, changes, housing facility information, emergency notices, and other Residence Life information via email and telephone or text message to the telephone number provided in the housing application;

## 7. RATES AND PAYMENT

- a. Rates for May Term and Summer Term Housing are available on the WSU website at <https://www.winona.edu/student-life/housing-dining/apply/summer-housing/>
- b. Payment is due on or before the last payment due date for tuition and fees as established each semester by WSU. Due dates for each semester are available online at <https://www.winona.edu/billing/>. Student account information is available online through e-services. Student bills are not mailed out.
- c. Failure to satisfy the financial obligations stipulated under this Agreement will result in a hold on registration and official records, and/or eviction from the WSU residence halls.
- d. If there is a default on payment, the student is liable for all legal and collection costs.
- e. Room rates include utilities, laundry, garbage, recycling, and wireless internet access.
- f. All rates are subject to change at any time due to decisions made by the Department of Housing & Residence Life, the Minnesota State Board of Trustees, or the State Legislature.

## **8. ROOM ASSIGNMENT**

- a. The application fee and a signed Agreement need to be received to be eligible for a room assignment.
- b. WSU agrees to provide the student a space in a residence hall.
- c. All assignments will be made at the sole discretion of the University.
- d. Open spaces in apartments could be assigned at any time to another student.
- e. WSU reserves the right to reassign a room if deemed necessary by the conduct process, facilities issues, or crisis.

## **9. AGREEMENT CANCELLATION**

- a. This agreement is binding for the entire term or the portion remaining at the time student begins occupancy, except as provided in this section and in Section 10.
- b. All cancellations must be made by the student unless they are physically incapacitated. Requests made by anyone other than the student are considered invalid and could delay processing time.
- c. Cancellation requests of this Agreement must be submitted online through the student's Housing Portal.
- d. Notice of cancellation to the Admissions, Financial Aid, Warrior Success Center, or to other University offices does not constitute notice of cancellation of this Agreement to the Housing & Residence Life Office.
- e. Housing & Residence Life reserves the right to cancel this Agreement due to ineligibility, see Section 3.

## **10. AGREEMENT RELEASE**

- a. Student can request release from the Agreement beginning the first day they check in for the term. Such releases are subject to the approval of the Director of Housing & Residence Life or their designee, and will be considered for the following reasons:
  1. If the student has an academic obligation located 40 miles or more away from Winona, MN.
  2. If student graduates, withdraws, or is dismissed from the university.
  3. Extreme, unanticipated financial hardship arising after the beginning of the term.
  4. Marriage during the agreement term.
  5. Parental responsibilities.
  6. Student has been called to active duty for the United States military during the contract term.
- b. Written documentation for the above reasons (Section 10a) is required.
- c. Release for the above reasons (Section 10a) will include the following costs:
  1. A pro-rated daily charge for the period that a room was assigned and available to the student.
  2. A \$50 administrative charge
- d. Release for any other reason than those described in Section 10a, student will be charged for the entire term.
- e. WSU may immediately cancel this Agreement and retake possession thereof for the following reasons:
  1. Failure to make payment.
  2. Damage from fire, smoke, water, or other causes natural and unnatural.
  3. Noncompliance with the rules and regulations of the residence halls, University policies, local laws, or federal and state laws. If the release of this Agreement is based upon a disciplinary action, the student may be required to vacate immediately and is responsible for costs associated with release of agreement to move off-campus – See Section 10d.
  4. Loss of student status – see Section 3.

## **12. CAMPUS DINING**

- a. Campus dining is not available during the agreement period.

## **13. CHECK-IN AND CHECK-OUT**

- a. Student agrees to comply with check-in and check-out procedures as stated in the WSU Housing and Residence Life Student Guide as well as related e-mails and signs sent out by the Housing and Residence Life

Office. Failure to comply may result in an improper check-in/check-out charge and additional cleaning charges at \$50/hour.

- b. If the student is a "no show" or fails to check-in during the advertised times, without communication of a late arrival, they will forfeit their room assignment and incur a \$50.00 administrative fee.
- c. Acceptance of a room key confirms student's status as a resident. Student is responsible for completing the room inspection with staff. At check-out, damage found in the room and not indicated on the room inspection will be billed to the student and/or their roommate(s).
- d. Mail and packages will be forwarded for 15 days to the permanent address on file. If an address is not provided, or if 15 days have passed, all mail will be returned to the sender.
- e. If student becomes ineligible, according to Section 3 of this agreement, they must vacate their room and the WSU residence halls within 72 hours of withdrawing from the University or loss of student status.

#### **14. RIGHT OF ENTRY**

WSU, its officers, employees, and agents shall have the right to enter the premises at reasonable times for the purpose of inspection and repair, preservation of health, safety, and recovery of university-owned property or to investigate possible violation of university policy.

#### **15. LIABILITY**

Winona State University is not responsible for damage or theft of personal property, including money. WSU encourages students to carry appropriate renters or personal property insurance. In addition, neither WSU, Housing & Residence Life, nor its staff, assumes any liability for accidents/injuries which may occur either in a residence hall or while participating in any program/activity conducted on or off campus which may be sponsored all, or in part, by the Department of Housing and Residence Life, Residence Hall Staff and/or WSU.

#### **16. UNAVAILABILITY OF PREMISES**

If any residential facility should become partially or totally lost, destroyed or otherwise unavailable because of fire, strikes, acts of God, or other events which render them unfit and unavailable in whole or in part for your purposes, then either the student or Winona State University have the right to immediately cancel this Agreement. WSU will not be financially responsible to the student for any damage which results from such a cancellation.

#### **16. CLOSING CLAUSE**

This Agreement and the Housing and Residence Life Student Guide represent the entire agreement between the parties and no verbal promises between the University and the student are binding. Upon signing this Agreement, the student agrees to become educated on and comply with all State, University, Housing and Residence Life rules, policies, regulations, and procedures as published in the Housing and Residence Life Student Guide and Student Conduct Code available on the WSU website. Once accepted by the Department of Housing and Residence Life, this Agreement is binding until otherwise agreed upon in writing.