Note: A $100 non-refundable housing deposit is required with your housing contract in order to receive a room assignment if you are an incoming freshman or first-time resident in university housing.

Introduction
The University of Pikeville offers housing to registered students. All housing assignments will be made in the following order:

A returning resident has until April 15 to request housing for the fall semester. After April 15, housing assignments will not be given until August 1 for returning residents.

New, transfer and re-admitted students may apply for housing and receive an assignment at any time.

Eligibility
A student must be registered for at least six credit hours in order to reside in the residence halls. Moreover, a student who reportedly has excessive absences will be asked to vacate the residence hall.

Housing Deposit
A $100 housing deposit is required for freshman or first-time residents in university housing. This fee is waived for students who receive Pikeville Promise. All fees must be paid in the form of certified check, cashier’s check, money order, personal check or major credit card to:

University of Pikeville
Business Office
147 Sycamore Street
Pikeville, KY 41501
(Please do not mail cash.)

A student is eligible for a $100 refund if he/she does not have an outstanding balance or damages at the time they wish to no longer reside in university housing and at the end of the contractual period. You must contact the business office within 60 days after contract termination to receive a refund.

Cancellations
A student is required to notify residence life staff in writing if they desire to cancel their housing contract. In addition, students who reside in university housing for the fall semester may not cancel their housing contract for the spring semester without approval from the dean of students. Room and board charges will be assessed according to the fee schedule published by the business office. Failure to follow this procedure will result in the student losing their $100 room deposit.

With the exception of open/late registration, notification of cancellations must be submitted by:
For the fall semester – June 26
For the spring semester – before winter break
Withdrawals
Residents who live in university housing and who withdraw from the university must complete the checkout process with the hall director. Failure to do so will result in an improper check-out fine. The checkout process is not complete if the room is not cleaned and the key to the room has not been returned.

Families
Students with children may not reside in the residence halls and will be referred to the Scholar House of Central Appalachia for housing arrangements.

Married Housing
Housing is offered in the residence halls for married couples who are registered students. All married couples seeking on-campus housing must present their marriage certificate to verify their marital status before they are issued a housing assignment.

Check-In
A resident forfeits their room assignment if they do not take possession of their card/key by 5 p.m. on Sunday during move-in weekend for fall semester and by 8 a.m. on the first class day for spring semester. Residents who need to check-in after the specified time must submit written notice prior to the date. Failure to give written notice may result in reassignment or loss of assignment.

Vacating
The resident agrees to vacate the residence hall within 48 hours in the event they are unable to register for classes at anytime during the academic year.

Room Assignment
The university reserves the right to make all room and residence hall assignments. The university makes all assignments without regard to race, ethnic origin, sexual orientation, color, creed, religion, age, political belief or national origin and rejects all requests for changes of assignment based upon the protected classifications. The university also reserves the right to change room assignments as necessary. Housing assignment preferences are not guaranteed. The university reserves the right to determine the gender for all of its residence halls. The university also reserves the right to consolidate assignments if a vacancy occurs. At certain times the university may allow students to pay the single room rate for the current semester. The increased rate will be applied to the student’s account.

Students desiring to change their room/building must complete a form in the student services office. The student will be contacted by the office with availabilities. This means it is against policy for students to change rooms without receiving permission from student services.

Closings
The residence halls and dining services are closed during the winter break. All residents agree to vacate the residence halls on or before the published closing date. In addition, a student is not permitted to re-enter their residence hall nor their room until the residence halls have officially re-opened.

Damages
The resident is liable and subject to be charged for any damages to the building facility and its furnishings. The resident is also responsible for any damages incurred by their guests. Charges incurred will be applied against the $100 deposit. The resident is expected to pay all damages that exceed the $100 deposit.

Furniture
The resident is responsible for leaving all university furniture in the room and for placing all furniture in its original position when they permanently vacate their room.
The resident may not apply any furnishings to the walls or doors of the building that will damage or deface university property.

**Room Inspection**
The university reserves the right to have personnel enter a student’s room without prior notification for the purpose to conduct maintenance and to ensure health and safety.

**Keys/ID Card Access**
The resident must keep their key/card in their possession at all times. The resident must not loan their key/card to anyone for any reason. Students who loan their key/card will be subject to disciplinary action and will be held responsible for any damages or misuse. The resident also agrees to immediately notify university personnel to report their key/card lost or stolen.

**Visitors**
The resident is responsible for the conduct of their guest or visitor. The resident will need to register overnight guest of the same sex with their hall director. Only residents are allowed to remain in the room after the published visitation hours. Residents who permit a guest or visitor to remain overnight or past the visitation hour will receive a sanction. Continued abuse of the policy will result in the loss of visitation or university housing privileges.

The university reserves the right to ban any guest or visitor from its residence halls.

**Personal Property**
The resident is responsible for securing their personal belongings at all times. The university accepts no responsibility for any lost, stolen or damaged personal property. We recommend students to purchase renters insurance to protect their personal belongings in the event of theft or accidental damage. You may contact the office of student services for more information.

The resident is responsible for removing all of his/her property at the end of the contractual period or when the resident permanently vacates the residence hall. The university is not responsible for personal property remaining in the residence hall during university closures. The university will discard any or all personal property remaining in the residence hall after the end of the contractual period or when the resident permanently vacates the residence hall. The university reserves the right to remove and dispose all personal property any time prior to the next contractual period.

**Liability**
The resident agrees to hold the university and its board of trustees, agents and employees harmless from any law suit, action or claim whatsoever resulting from or arising out of any injury to the student’s person or property while an occupant of a residence hall, in any recognized programming event sponsored by the residence hall in which the occupant lives, except where such injury is caused by the negligence of the university and it agents. (If the resident is a minor, the covenant contained in this paragraph shall be construed as the covenant of the student and their parent or guardian).

**Dismissal**
The dean of students reserves the right to immediately dismiss a resident for violating the undergraduate student handbook and the residence hall guide which are published on the university website. Should a student be dismissed from the residence hall during the semester, charges will be assessed according the calendar from the business office. Students who are dismissed are eligible to apply for university housing as determined by the dean of students.
Signature and Payment

I have read the housing contract. I understand and hereby agree to the terms and conditions in the housing contract.

Name____________________________________ Birthdate_______________ ID#________________________

Print Name___________________________________________

Resident’s Signature___________________________________ Date_____________________

Address_______________________________________________________________________________________

The University of Pikeville follows and complies with all university policies and procedures applicable to federal and state laws. The University of Pikeville does not discriminate against any individual in its educational programs, activities or employment on the basis of race, color, national origin, sex, disability, veteran status, age, religion or marital status.

Please compete the section below so we can better place you in a residence hall

Academic Semester Fall 20______ Spring 20______

Student Athlete Yes____ No____

If yes, indicate sport________________________________________

Do you have any special needs that we should know about? If so, please explain and attach documentation.

Have you been accepted into the Osteopathic Medical Scholars Program (OMSP)? Yes____ No____

Have you been accepted into the Patton Scholars Program?

Yes____ No____

Please note that students enrolled in the OSMP and the Patton Scholars programs will automatically be placed and assigned a roommate in the program in Kinzer Hall unless the student indicates another preference. You may indicate second and third preference below.

Mark the characteristics below that best describes your ideal roommate.

Keeps room organized and clean____ Night person____

Stays on campus most weekends____ Morning person____

Prefers to study in the room____ Prefers lots of visitors____

Office Use Only

Received

Paid

Academic Year
Meal plan is charged to students account per semester. The meal plan consists of 19 meals a week and $150 in flex per semester. This charge is in addition to the room rate.

<table>
<thead>
<tr>
<th>Residence Hall Name</th>
<th>Gender Requirement</th>
<th>Single Room with Shared Bathroom</th>
<th>Double Room with Community Bathroom</th>
<th>Suite with Shared Bathroom</th>
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</thead>
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<tr>
<td>Condit</td>
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<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Square</td>
<td>Co-ed</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Derriana</td>
<td>Female</td>
<td>X</td>
<td>X</td>
<td></td>
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<tr>
<td>Gillespie</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Kinzer</td>
<td>Co-ed</td>
<td>X</td>
<td>X</td>
<td></td>
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<td>Page</td>
<td>Male</td>
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<td>X</td>
<td></td>
</tr>
<tr>
<td>South Sophomore or higher only</td>
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<td>X</td>
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<tr>
<td>Spilman</td>
<td>Co-ed</td>
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<td></td>
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<tr>
<td>Wickham</td>
<td>Co-ed</td>
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<td>X</td>
<td></td>
</tr>
</tbody>
</table>

I wish to remain in my current room __________________________________________ Building and Room Number

1st Residence Hall Preference__________ Roommate Request__________

2nd Residence Hall Preference__________ Roommate Request__________

3rd Residence Hall Preference__________ Roommate Request__________

Residence life staff will attempt to honor requests but we cannot guarantee your residence hall or roommate preferences.

EMERGENCY CONTACT INFORMATION

Name_________________________ Relationship_________________________

Phone Number________________ Alternate Number_____________________

FOR OFFICE USE ONLY

Notes:

__________________________

__________________________

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