Introduction
The University of Pikeville offers housing to registered students and scheduled conferences/events. All housing assignments will be made on a needs basis for both students and conferences/events.

Eligibility (Students)
A student must be registered in at least one summer course or registered with a conference group/event in order to reside in the residence halls.
A summer school student who reportedly has excessive absences will be asked to vacate the residence hall.

Fees
Occupants staying in the residence halls will be charged a fee of $150 per week for room and board. All fees must be paid in the form of certified check, cashier’s check, money order, personal check or major credit card to the Business Office to:

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

Cancellations
Participants in the summer school housing program are required to notify residence life staff in writing one week prior to their scheduled date of arrival if they desire to cancel their housing contract. Those who fail to notify residence life have the potential to accrue additional fees for the summer.

The program coordinator for a scheduled conference/event must contact residence life if they desire to cancel their contract within one week prior to the date of the scheduled arrival. Failure to notify the student services office may result in additional fees.

Withdrawals
Summer school residents who live in university housing and withdraw from the university in the summer must complete the checkout process with the hall director or housing operations supervisor. 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.

Check-In
A summer school resident forfeits his/her room assignment if he/she does not take possession of his/her card/key. 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 summer school resident agrees to vacate the residence hall within 48 hours in the event he/she is unable to register for summer classes at any time during summer school or no longer participating in the conference/event. The coordinator for the scheduled conference/event must notify a residence life staff member when there is a change.

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. Assignments are made on a needs basis for the student and conference/event.

Damages
The summer school resident is liable and subject to be charged for any damages to the building facility and its furnishings. The summer school resident is also responsible for any damages incurred by their guests.

For summer conferences/events, the host program and not the individual conference participant will be billed for any damages incurred by the conference participant.

Furniture
The summer school 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 an occupant’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. There is a $160 fine for replacement of the key and core of the lock.

For conference/events the program coordinator is responsible for notifying residence life when a participant has lost their key/ID card. There will be $160 fee to replace the key. This fee will be billed to the program.

Visitors
The resident is responsible for the conduct of their guest or visitor. No overnight guests will be allowed. 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 when there is a disruption or safety and security concern.

For conference groups/events visitation privileges are determined by the program coordinator.

**Personal Property**
The summer school resident/conferee 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. Insurance is at the expense of the individual/organization occupying the residence. You may contact the office of student services for more information.

The summer school resident/conferee is responsible for removing all of their 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 after the end of the contractual period or when the resident/conferee 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 lawsuit, 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 except where such injury is caused by the negligence of the university and it agents. If the resident/conferee is a minor, the covenant contained in this paragraph shall be construed as the covenant of the resident/conferee and their parent or guardian.

**Dismissal**
The dean of students reserves the right to immediately dismiss a summer school resident for violating the “Residence Hall Guide” or “Undergraduate Student Handbook”.

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.

The program coordinator is responsible for adjudicating student misbehavior from a conference participant. However, the university reserves the right to remove the conferee from the residence halls if their behavior threatens the safety of others or university property.

The university may also conduct a Title IX investigation if there has been an allegation of sexual misconduct.
Signature and Payment

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

Summer School Resident

Name____________________________________ Birthdate_____________ ID#____________ 
(Print Name)

________________________________________ (Resident’s Signature) (Date)

Conference/Event Groups

Organization or Event Sponsored: ______________________________________________________

Number of Occupants: Male-_________ Female-__________

Building Requested: ________________________________

Dates of Occupancy: ______________________ to __________________________

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.

EMERGENCY CONTACT INFORMATION

Name________________________ Relationship____________________________

Phone Number_____________________ Alternate Number____________________

FOR OFFICE USE ONLY

Notes:

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