





**2018-2019 Full Academic Year Housing/Meal Plan Contract  
North Country Community College Association, Inc.**

If you wish to reside in the residence halls for the full academic year (Fall & Spring), you must complete the accompanying applications on the reverse of this page and return them along with a NON-refundable deposit of \$200.00. This deposit cannot be paid using Financial Aid.

**You are obligated to pay for a FULL ACADEMIC YEAR.** As long as you are attending NCCC in any capacity, **Refunds will not be given if you want to move off campus second semester or to attend one of NCCC's other campuses.** If you decide you don't want to reside in the residence halls after you have been accepted you must notify the NCCC Association in writing a minimum of one day prior to check in or you will be charged in full - see refund policy.

**Security Deposit**

Your **Security Deposit for the full academic year is \$225.00.** This deposit CANNOT be rolled over from the previous spring semester. If your bill is not paid in full by June 30 of that current academic year, your damage deposit will be forfeited for back-collection fee.

Students will be held responsible for loss or damage, beyond normal wear and tear, to the room to which they are assigned and any NCCCA property therein. The condition of the room and its contents will be established when each student moves into and out of his/her room. NCCCA Association is **not responsible** for theft, loss or damage to personal items in student rooms unless such loss or damage results directly from negligence or recklessness on the part of the NCCCA. The purchase of renter's insurance by residents of NCCCA housing is strongly encouraged. Any personal belongings left by a student after the termination of this agreement may be disposed of by the NCCCA. Students not returning after the end of a semester must remove all of their belongings.

**Refunds**

I understand that the first payment of **\$200 is non-refundable. Requests to be released from the terms of the Housing Contract and receive a refund must be made in writing.**

NCCCA REFUND POLICY

- Prior to First Day of Classes – 100% Refund Less \$200.00 Non-Refundable Deposit
- End of First Week of Classes – 75% Refund Less \$200.00 Non-Refundable Deposit
- End of Second Week of Classes – 50% Refund Less \$200.00 Non-Refundable Deposit
- End of Third Week of Classes – 25% Refund Less \$200.00 Non-Refundable Deposit
- After Third Week of Classes – 0% Refund (Financially obligated for the entire academic year)

**Housing Assignments**

Housing assignments will be sent to the student's NCCC email address in early August. Students are strongly encouraged to check their NCCC email account regularly during the summer and academic year for official communications from the College and the Association.

You understand that the NCCC Association has the right to conduct inspections of rooms and the right to the termination of this agreement. The NCCCA reserves the right to reassign students at any time during the term of this contract. These reassignments may happen due to facility issues, roommate conflicts, behavioral issues, or for other compelling reasons. Changes to room assignments requested by the student can only be made at the sole discretion of the Associate Director of Residence Life & Housing or his/her designee.

You agree to abide by all rules and regulations for living in the residence halls as outlined in the North Country Community College Student Code of Conduct, Resident Handbook. Replacement of your room key will cost \$75 and replacement of your ID/Access card will cost \$15. You understand that the NCCCA is not responsible for personal injury sustained by students, their families, or guests unless due to gross negligence of the NCCCA. Students must vacate the Residence Halls at all breaks including Thanksgiving Break, Winter Break and Spring Break. Failure to vacate on time may lead to additional room charges and/or legal action. This contract cannot be reassigned by you to any other person; neither may you sublet any part of the premises. This provision applies both to your room and the meal plan you have chosen.

A student may be removed from NCCC Association housing without advance notice at any time during the term of this contract if, at the sole determination of the NCCCA, the continued presence of that student in housing presents a threat to persons or property or the behavior of that student creates a substantial disruption to the quality of the residential experience of other students. In the event of removal from the residence halls and/or, suspension or expulsion from the College, **NO CREDIT OF ROOM AND BOARD CHARGES WILL BE GIVEN AND NO PORTION OF MONIES PAID FOR HOUSING OR THE HOUSING DEPOSIT WILL BE REFUNDED.**

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Legal Guardian (if under 18) \_\_\_\_\_

Date \_\_\_\_\_