I hereby activate this agreement for a space in the S.A.L.T. House at Harrisburg for myself at Messiah College for the ENTIRE ACADEMIC YEAR 2016-2017, from the applicable date of check-in until the applicable date of check-out as stated below. I understand this agreement will be terminated in the event of my withdrawal, suspension or dismissal from the college, permanent removal from the residences by the College, completion of my degree requirements, or participation in an off-campus study program. I agree to be an involved member of the living learning community, pay applicable fines, attend regular community meetings, and participate in community activities. I agree that this agreement does not create a landlord/tenant relationship between me and Messiah College, and does not convey any leasehold or other real property interest. I understand that the terms “resident,” “occupant,” or “student,” as used in this agreement, apply to me. By signing this agreement I understand the expectations and agree to abide by them during the 2014-2016 school year.

SPECIFIC S.A.L.T. HOUSE AT HARRISBURG EXPECTATIONS:

COMMITTMENT TO THE VISION - Living as a Messiah College Harrisburg resident is a privilege that carries with it great potential. I recognize that by living in the S.A.L.T. House at Harrisburg I have a responsibility to myself, others that I live with, and the program’s expectations. I am asked to be committed to the program, excited about my involvement and responsible for meeting the expectations set before me. I understand that the same standards outlined in the Community Covenant and Student Handbook apply to residents of the S.A.L.T. House at Harrisburg, and affirm the S.A.L.T. program description and Messiah College’s Community Covenant. Any questions I have of my expectations will be brought to the assistant director of residence life – special interest housing. As a member of the community in Harrisburg, I understand that I am expected to do the following:

- Be committed to and regularly volunteer for an organization working in Harrisburg
- Participate in one large service project with all S.A.L.T. House residents per semester
- Participate and be involved in S.A.L.T. House community dinners and monthly community meetings
- Attend and participate in monthly cultural events (optional)
- Be willing to get to know my fellow residents, surrounding neighbors, and the assistant director of residence life – special interest housing.
- Bring an attitude of service, excitement, and maturity to my experience in Harrisburg

GENERAL MESSIAH COLLEGE EXPECTATIONS:

1. CONDUCT OF RESIDENTS: The resident of the space assigned agrees to abide by the Community Covenant of Messiah College and is subject to college policies relating to residential living facilities as published in the current Student Handbook and incorporated in this agreement by reference. A resident is assumed to be aware of these policies.

2. CHECK-IN PROCEDURE:
   Returnning students with S.A.L.T. House at Harrisburg agreements can complete the check-in procedure:
   - Beginning at 9 a.m. on Sunday, August 28, 2016 for Fall
   - Beginning at 9 a.m. on Tuesday, January 3, 2017 for Spring

   Early Arrivals:
   All early arrivals must be approved by the Residence Life Office. Fall early arrivals can occur starting August 14 for sponsored and individual students. An additional per day room fee will be charged individually to those who move in after August 14 and before the designated opening day of August 27 for returning students. There will be no early arrival for non-sponsored students for Spring semester.

   Required Orientation – all S.A.L.T. House students are required to attend a meeting that will be held on Monday, August 31 from 2 - 6 p.m. Details and locations will be communicated to you upon move in.

3. REQUIRED S.A.L.T. HOUSE MEETINGS – anytime there are all hall meetings, the house members are all expected to attend all special interest house meetings. Times and locations will be communicated by the Assistant Director of Residence Life - Special Interest Housing through individual contact, emails and/or signs in the buildings. A $25 fee will be charged to any students who do not attend without an approved absence. The meetings will be held on the following dates:
   Monday August 29th
4. **APARTMENT INVENTORY:** The resident of the space assigned shall be responsible for any unassigned loss, damage, repair, or replacement of the furnishings, doors, windows, walls and the conditions of the space during the term of occupancy. Upon arrival and departure, the resident will be given the opportunity to inspect the space and conduct an inventory of the furnishings and condition of the space with the Assistant Director of Residence Life - Special Interest Housing. Any student who chooses not to fill out a condition inventory form may be held financially responsible for all damage in the room. Each resident of the space has the responsibility to arrange with a representative of the Assistant Director of Residence Life - Special Interest Housing to inspect and lock the space after the inventory is completed.

5. **APARTMENT KEY:** Receiving an apartment key is part of the check-in procedure. Any student who does not pick up an apartment key within the first 10 days of class will receive a $75 fine for improper check-in. Upon departure from residence, the key must be returned to the Assistant Director of Residence Life - Special Interest Housing. Failure to do so will subject the resident to a charge of $75.00. An apartment key may not be duplicated. If the apartment key is lost or stolen during the term of occupancy, a charge of $75.00 will be made to the student’s College account.

6. **APARTMENT INSPECTION:** A member of the College staff will inspect this space during winter break, spring break, and at departure. The resident(s) will be billed the current replacement value of those items missing, damaged or broken following each inspection period. The Assistant Director of Residence Life - Special Interest Housing or College staff members will conduct an inspection each semester to ensure rooms meet fire and safety requirements and the resident(s) will be responsible to make necessary changes within one day of receipt of violation notification. If during any of the inspections mentioned above, violations of the student code of conduct are found, appropriate judicial procedures may be initiated. The College reserves the right to enter and inspect residential space at any time for maintenance needs and for reasons of health or safety.

7. **MAXIMUM AGE:** Students over age 25 are not allowed to live on-campus. Requests for an exception can be made to the Assistant Director of Residence Life - Housing.

8. **MINIMUM AGE:** Students under the age of sixteen are not allowed to live on-campus. Requests for an exception can be made to the Assistant Director of Residence Life - Housing.

9. **CHECK-OUT PROCEDURE:** Resident students completing degree requirements or leaving the campus at the conclusion of first semester must vacate their space by noon on the day following the conclusion of their last final examination in the fall semester or upon completion of their academic requirements for the semester. Likewise, students not completing degree requirements in the spring must vacate their space by noon on the day following the conclusion of their last final examination or by noon on Wednesday, May 11, 2017. Residents participating in commencement may remain in their space until Commencement Day.

10. **CONDITION OF APARTMENT UPON DEPARTURE AND DAMAGES:** All trash will be removed by the assigned resident. Failure to leave the room in clean and acceptable condition will result in an assessment equally divided between each assigned resident. Moreover, if the common areas on the hall (lounges, hallway, etc.) are left in disrepair, a charge for returning the common area to its original condition will be equally divided among all residents. In situations where the damages are extreme, repetitive, or the unit is severely disruptive, the students may be subject to the College disciplinary process resulting in sanctions, including housing relocation. All personal belongings must be removed from the space assigned upon departure. The College assumes no responsibility for belongings left in the space assigned. Additional charges may be assessed if residential space is occupied following the required check-out.

11. **INDIVIDUAL RESPONSIBILITY:** The occupant of the space assumes responsibility for any act, behavior or conduct that originates from the space assigned or selected.

12. **SPECIAL ROOM ENTRY AND SEARCH:** The College reserves the right to enter and search any College residential space in an emergency or if there is reasonable cause to believe a violation of College policy, local, State, or Federal Law is occurring. Any such entry and/or search is subject to the Student Search Policy published in the Student Handbook.
13. **BREAK CLOSING:** During Winter break closing students are required to move-out by the designated date and time to avoid penalties. Date and time will be announced within a reasonable timeframe prior to breaks.

14. **GUESTS/OVERNIGHT STAYS:** Guests are welcome in College residences if they are approved under and abide by the Messiah College visitors policy. Approved guests may stay overnight on campus for up to three nights with the approval of their residents of the room. A guest is not permitted to stay on campus longer than three nights, even if the guest stays in more than one room. Students may stay overnight in the rooms or apartments of others students of the same gender for up to three days. Neither guests nor students are permitted in bedrooms of the opposite gender except during scheduled visitation hours. The resident is responsible for the conduct of their guest(s) and agrees to pay for any damage caused by a guest.

15. **BED RISERS:** Bed risers are allowed to create additional under bed storage for residences. In order for bed risers to be used the following criteria must be followed. Bed risers must be made of high density polyethylene that holds 1,200 lbs, the bed cannot be raised more than six inches. Bed risers may only be used on metal beds and may not be used when bunking beds. Bed risers made out of other forms of plastic, cinder block or PVC pipe are prohibited.

16. **LOFTS, STADIUM SEATING AND FURNITURE STACKING:** Lofts are prohibited. Beds and furniture may only be stacked if they are constructed for stacking, triple bunk beds are prohibited except for furniture that has pins for bunking. Any form of stacking or stadium seating for couches or other furniture is prohibited.

17. **PERSONAL INSURANCE:** The College accepts no liability for the theft, loss, or damage by fire, water or appliance failure or otherwise of money, valuables, computers, or any personal property of the student either in the student’s residence hall space or in College storage areas. Students are urged to purchase their own insurance to cover such losses. The Residence Life Office works with a company who offers insurance specifically for college students. Information can be found at the Residence Life Office or by contacting Housing@messiah.edu. Since family Home Owner’s Insurance Policies sometimes provide coverage for the personal property of a family member away at school, students are also encouraged to check with their family’s insurance agent regarding policy cove

18. **RECYCLING AND TRASH REMOVAL:** In accordance with Pennsylvania Act 101, the occupants of the space assigned are responsible to separate recyclable glass, aluminum cans, and paper, and agree to deposit these products in the respective containers outside the hall. Residents are also required to take their trash to the central drop-off location for their building.

19. **TELEPHONE SERVICE:** A telephone and telephone service are provided in the S.A.L.T. House at Harrisburg. An active telephone jack in each student room, a voice mailbox for every student, and campus and local phone service are provided at no additional cost. Fraudulent use of telephone equipment includes unauthorized calls placed from or charged to any telephone. Fraudulent calls placed from or charged to College telephones are subject to criminal prosecution and/or disciplinary action by the College. To make long distance and international calls, a student must use a calling card.

20. **VACANT SPACE(s):** If a space should become vacant in your room or apartment, the college reserves the right to assign the space without prior notice. You are expected to make adequate space available for roommate(s). Additionally, if you fail to do so, you may be subject to judicial action or additional fees. Based on available spaces students may be given the option to pay the lower occupancy rate (i.e., pay double rate for triple room or single rate for double room) to hold an empty space for one semester.

18. **REASSIGNMENT PROCESS:** The College reserves the right to temporarily or permanently reassign students to another residence hall space at any time during the term of occupancy.

19. **ROOM CHANGES:** A student may not move from his/her assigned space to another in the building or another building, or utilize an unoccupied or unassigned space within an apartment or residence hall, without the prior authorization of the Assistant Director of Residence Life – Special Interest Housing and the Residence Life Office. A request to make such a change must be initiated through the appropriate residence director or assistant director of residence life – special interest housing and approved by the assistant director of residence life - housing. Students in violation of this provision will be subject to a fine of $200.00 and/or cancellation of their space assignment.

20. **REMOVAL FROM RESIDENCE:** Residency in a college facility is a privilege, with its incumbent conduct
expectations upon residents as outlined in the Student Handbook. Except in an emergency, when a student may be temporarily or permanently removed from residence, no student may be removed from residence without an administrative or disciplinary hearing.

21. **REFUNDS:** Room charges are refundable to students who officially withdraw from the College under the same formula and conditions as those applicable to tuition subject to policies published in the Messiah College Catalog.

22. **STORAGE:** Limited and restricted storage is available at one's own risk for students whose home is at least 300 miles from campus. The College assumes no responsibility for any loss or damage of items stored.

23. **MEDICAL FORMS:** All medical forms must be completed and returned to Engle Center (health services) in order for a student to receive a room key for a residential room and building.

24. **CREDIT REQUIREMENT:** Students must enroll and maintain a minimum of 12 credits per semester in order to qualify for residential housing. Students who are in their last semester before graduation and are taking credits needed to graduate may stay in campus housing while enrolled in less than 12 credits. Exceptions are made by the Assistant Director of Residence Life - Housing on an individual basis for any student who is enrolled in less than 12 credits.

25. **CANCELLATION POLICY: Continuing/Current Students:** Any continuing student who chooses to cancel her/his housing contract prior to August 1st may do so without penalty. Any cancellation received between August 1st and move in day will be subject to a $100 cancellation fee. After move-in students will be assessed a $250 cancellation fee in addition to the daily housing rate. Both will be charged the student’s account. All cancellations must be in writing and received by the Residence Life Office. Any student who qualifies as a commuter (lives locally with family, part time student, married, 23 years old or older) and decides to live off-campus for the second semester will not be charged the $250 cancellation fee if the housing change is made with the Residence Life Office before the first day of J-term.

26. **NON-DISCRIMINATION:** Messiah College does not discriminate on the basis of gender, race, color, disability, or national or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other College-administered programs. It complies fully with the prohibitions against discrimination on the basis of sex contained in Title IX of the Educational Amendments of 1972. By entering into this agreement, student residents agree to honor and support the College's commitment. Discrimination or harassment of others in violation of this commitment will be cause for dismissal from the residence halls.