Introduction

Northeastern University's Housing & Residential Life system includes any living accommodations owned or leased by the University which provides housing each term to eligible students. All students must conduct themselves in a manner consistent with the University's expectations, as stated in A Guide to Residence Hall Living, the Student Handbook and the Residence Hall and Dining License Agreement and any and all other applicable University policies, procedures, supplemental agreements, rules and regulations.

Acceptance of the License Agreement

In order to live in University housing, a student must read and agree to the terms of the 2017-2018 Residence Hall and Dining License agreement at the time he/she applies for housing. By signing the License Agreement on-line and/or by accepting keys or an encoded keycard to the room/apartment, the student shall be deemed to have acknowledged and accepted the terms and conditions of this agreement. However, acceptance of the terms of this agreement does not guarantee the student a space in Northeastern University housing. Failure to sign the License Agreement may result in loss of housing privileges. The student agrees to live in University housing under any and all rules and regulations established by Housing & Residential Life and Northeastern University.

The University may, in its sole discretion, revoke this License Agreement and/or bring disciplinary action against a student for violations of any University policy and/or the regulations or policies included in this License Agreement, A Guide to Residence Hall Living, or the Student Handbook. Students must comply with all requirements related to disciplinary proceedings, including but not limited to summonses to conferences or student-conduct hearings. Notices to a student will be considered received by the student if given to students personally, e-mailed to the student’s University e-mail account, mailed to the student’s home address, or put in the student’s on-campus mailbox.

If Northeastern University obtains legal services due to a student’s violation of this license, or policies contained in either A Guide to Residence Hall Living, or the Student Handbook, then that student must pay to the University; (1) the costs of such legal services, including attorney’s fees, and (2) any other related cost, whether or not formal legal action is taken.

Eligibility

Fall & Spring Semesters

Undergraduate/Graduate Students (Fall & Spring Semesters)

During Fall and Spring Semesters, University housing is available only to full-time undergraduate and graduate students matriculated in a degree-granting program. All eligible students may apply for housing during the designated application periods. Freshmen are required to live on campus their first two years,
unless they have successfully waived the residency requirement through the Residency Requirement Waiver process. (No married student or family housing available.)

Summer Sessions I & II

Summer Session Housing eligibility is expanded, on a space available basis, to Northeastern students taking part-time coursework, working full-time on campus during the summer terms, or matriculating as a full-time undergraduate or graduate student in the terms prior to and following the summer term. Freshmen participating in NUterm session are required to live on campus for NUterm session unless they have successfully waived the residency requirement through the Residency Requirement Waiver process. (No married student or family housing available.)

Law Students (Fall, Winter, and Spring Quarters)

During Fall, Winter and Spring terms, University housing is available to full-time law students matriculated in a degree granting program on a space available basis. All eligible students may apply for housing during the designated application periods. (No married student or family housing available.)

Law Summer Quarter

Summer Session Housing eligibility is expanded, on a space available basis, to Northeastern students taking part-time coursework, working full-time on campus during the Summer, or matriculating as full-time law student in the terms prior to and following the summer term. (No married student or family housing available.)

Housing Assignment Process

Length of Assignment

- **I. Freshmen Students:** The License Agreement period may be for up to one academic year, defined as two [2] consecutive terms, except for intersession periods when the residence halls are officially closed. Freshmen students are required to submit an application and a non-refundable housing deposit.
- **II. Transfer Students:** The License Agreement period may be for up to one academic year, defined as two [2] consecutive terms and are only assigned housing when it is determined that space is available. If space is available, transfer students are required to submit a non-refundable, non-transferable housing deposit.
- **III. Upperclass and Graduate students:** The License Agreement period may be for any or all terms which comprise the entire academic year until capacity is reached. When determined that space is available, Upperclass, Graduate and Law students are required to submit a non-refundable, non-transferable housing deposit.
- **IV. Law Students:** Law Student residency requirements vary depending on whether students are in their first year at the University or in their second year or beyond. First-year Law students who choose to live on campus are licensed for three [3] consecutive quarters. First-year Law students must submit an application and housing deposit. Beginning with their second year, Law students may be licensed on a term-by-term basis by submitting a non-refundable, non-transferable housing deposit for each quarter of housing requested during the designated application periods. The License Agreement period may be for any or all terms which comprise the entire academic year until capacity is reached. When determined that space is available, Law students are required to submit a non-refundable, non-transferable housing deposit.
Undergraduate/Graduate Estimated Dates of Assignment:

<table>
<thead>
<tr>
<th>Term</th>
<th>Move-IN</th>
<th>Move-OUT</th>
<th>Move-IN</th>
<th>Move-OUT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2017</td>
<td>Fall Move-In*</td>
<td>24 hours after final exam or by 7:00pm on 12/15/17</td>
<td>Fall Move-In*</td>
<td>12/29/17 by 9:00PM</td>
</tr>
<tr>
<td>Spring 2018</td>
<td>1/7/18 3-9:00pm*</td>
<td>24 hours after final exam or by 7:00pm on 4/27/18</td>
<td>1/2/18 3-9:00pm*</td>
<td>4/27/18 by 9:00PM</td>
</tr>
<tr>
<td>Summer Session I 2018</td>
<td>5/6/18 3-9:00pm*</td>
<td>24 hours after final exam or by 7:00pm on 6/26/18</td>
<td>5/6/18 3-9:00pm*</td>
<td>6/29/18 by 9:00PM</td>
</tr>
<tr>
<td>Summer Session II 2018</td>
<td>7/1/18 3-9:00pm*</td>
<td>24 hours after final exam or by 7:00pm on 8/21/18</td>
<td>7/1/18 3-9:00pm*</td>
<td>8/21/18 by 9:00PM**</td>
</tr>
</tbody>
</table>

*Specific information and instructions for move-ins (including dates and times) will be communicated to students and families each term. All dates are subject to change.

**It is recommended that students on co-op with a non-continuous contract should start their off-campus leases on August 1st.

Move-to-From Between Summer II and Fall

If a student will be living on campus for the Fall Semester, they must remain in their Summer II room until their Fall Semester space is available. Students cannot leave their belongings in their room and leave for intersession. Students are required to move to their Fall Semester space before leaving campus for the break.

Students who are NOT remaining on campus for the Fall Semester will be required to move out (on the last day of finals). Please be aware that housing until September 1 is not available, therefore, students are encouraged to sign leases that begin on August 1. If a student moves out of Summer II housing on August 1, the student will be prorated for the weeks they do not live on campus.

Hall and Room Assignments

Room assignments for Freshmen and Transfer students are made based on the receipt date of the Enrollment Deposit (freshmen) or Housing Deposit (transfer students) and application (with any roommate preferences). Room assignments for Upperclass students are based on receipt of the Housing Application, eligibility as determined by space availability and the housing process, a signed License Agreement, and a Housing Deposit. Room assignments for Graduate and Law students are based on receipt of the Housing Application, eligibility as determined by space availability and the housing process, a signed License Agreement, and a Housing Deposit. Students of the opposite sex may not be assigned
to the same residence hall room or apartment unless they are living in an All Gender room, suite, apartment and/or floor.

Every effort is made to honor a student's preference for roommate, room type, and facility. However, Northeastern University does not guarantee the type or location of residence and/or roommate requests.

The University may change a student's room assignment or revoke this License Agreement at any time. If a student does not check into his/her reserved housing space within twenty-four (24) hours after the official move-in period, it will be forfeited unless written notice from the student is provided to Housing & Residential Life before that time.

The University may accommodate students requesting a room change during the designated room change period each term, or in an emergency. Housing & Residential Life may disband any residential unit, up to and including a floor, hall, or room, should the Department deem such action necessary in its sole discretion. In the event that a new roommate is assigned to a student’s room or apartment, the students are required to ensure that their personal belongings only occupy space licensed to them under this Agreement (one bed, closet, dresser, respective portion of common areas, etc.).

**Disclosure of Email Address**

Housing & Residential Life may provide the email addresses for each roommate in a given housing unit to the other members of that housing unit. Students may find it beneficial to contact each other in advance of move-in to determine what each will bring to campus.

**Disclosure of Student Information**

By signing this agreement, students consent to and authorize the University to release any information provided by or about the student, including but not limited to information related to the student's health, safety and/or well-being and emergency contact information to University officials as the University deems appropriate and/or necessary. By signing this agreement, students also consent to and authorize the release of any such information from University officials to Housing & Residential Life. University officials/offices to which such information may be released or from which such information may be received include, but are not limited to, Northeastern University Police, Disability Resource Center, University Counseling and Health Services, Athletics, Facilities Services, and We Care.

**Closed Periods: Intersession Between Terms**

- **I. First Year and Transfer Students**

  University residence halls typically close and on the last day of Final Exams at 7:00 PM. Residence halls must be vacated at this time. Between the Fall to Spring terms, if a student is remaining in housing, they do not need to remove all of their belongings, however it is suggested that valuables be removed during this time. First year or transfer students living in an open building with continuing License Agreements in the same room may stay in their room during the Intersession period.

  The following buildings will usually close each Intersession period: Stetson East, Stetson West, Speare, Kennedy, Light, Kerr, Smith, Melvin, and White Hall. Additional buildings may be closed at the discretion of Housing & Residential Life.

- **II. Upperclass, Graduate and Law Students**
Only Upperclass, Graduate and Law Students who are continuing in the same room, in an open building, may stay in their room during the Intersession period. All others must opt for one of the following:

(1) Move from their old assignment to their new assignment;
(2) Vacate the residence hall by 7:00 PM on the last day of Final Exams.

Students who maintain residency during Intersession and then cancel their housing arrangement for the subsequent term will be charged for Intersession housing. Students will be charged at their current housing rate on a prorated weekly basis.

Students who are not authorized to stay during Intersession will not be given access to the building.

It is the responsibility of the student to make move-out arrangements with the residence hall staff. Failure of the student to contact their current and new Residence Director or failure to enter or vacate in accordance with move-in and move-out dates published by Housing & Residential Life, will result in disciplinary action which could include loss of housing privileges. For more information about move-out periods, students should refer to A Guide to Residence Hall Living and the intersession move-out materials which are printed each term and distributed to students approximately one month before the end of each academic term.

**Room and Dining Program Charges**

Dining Program Rates for the 2017-2018 academic year will be available late in the spring of 2017. Note that room and dining program charges are subject to revision by the University at any time. Charges are assessed each term and can be viewed on the student’s account.

All students living in a traditional or suite-style accommodations (without a kitchen) are automatically assigned to a 15-meal plan and have the option to increase to a 19 meal plan at any time or decrease to a 10 meal plan before the scheduled deadline.

Freshmen are required to have a meal plan. All freshmen will be assigned to a 15-meal plan unless they are scheduled to live in an apartment-style accommodation where they will be automatically assigned to a 5-meal plan.

Upperclass students living in a residence hall other than the traditional or suite-style are not automatically enrolled in a meal plan. However, students have the option to enroll in a meal plan by visiting the self-service tab on myNEU.

Meal plan changes are made through the self-service tab on the student’s myNEU portal.

Questions about meal plan changes can be directed to Husky Card services at HuskyCard@northeastern.edu or by calling 617-373-8740.

For information about meal plans, Husky Dollars or the Husky Card visit http://www.northeastern.edu/huskycard

**Additional Residence Hall Fee (optional air conditioner rental)**

Students may rent an air conditioner from the University for University-owned Residence Facilities only during the summer terms. Students are not allowed to bring or install their own units. Students who bring their own units will be subject to disciplinary action which could include loss of housing privileges.

2016-2017 Air Conditioning Fee* (Summer Terms only): Northeastern air conditioner (window unit) $325/full summer
*Actual fee for 2017-2018 will be available in the spring of 2017.

**Termination Charge and Room Rate Adjustments**

Students are billed at the beginning of each term and must pay the full charge for the term. The high demand for on-campus housing makes it necessary for Housing & Residential Life to enforce its cancellation policy strictly.

A student whose Residence Hall and Dining License Agreement is revoked for any reason is subject to the same financial assessments as outlined below.

Students who are suspended or expelled from the University will have their current and any active License Agreements revoked, as well as any housing application(s). When a student is suspended or expelled, the student will be charged in accordance with the Termination Fee Policy for Withdrawal from the University (see below). All housing deposits on file will be forfeited. Upon re-admittance to the University, the student must reapply for housing and will be considered for housing accordingly, based upon eligibility and availability.

I. **Termination Credit Policy for Withdrawal from the University as follows:**

**Fall & Spring Semester**

<table>
<thead>
<tr>
<th>Official Withdrawal From University</th>
<th>Percentage of Room Charge Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st week</td>
<td>100% of term room charge credited*</td>
</tr>
<tr>
<td>2nd week</td>
<td>90% of term room charge credited*</td>
</tr>
<tr>
<td>3rd week</td>
<td>80% of term room charge credited*</td>
</tr>
<tr>
<td>4th week</td>
<td>60% of term room charge credited*</td>
</tr>
<tr>
<td>5th week</td>
<td>40% of term room charge credited*</td>
</tr>
<tr>
<td>5th week+</td>
<td>0% of term room charge credited</td>
</tr>
</tbody>
</table>

+ These students withdrawing after the fifth week incur a 100 percent room charge for the term.

*This credit can also be based on the daily charges of time used.*
Summer Session I & II

<table>
<thead>
<tr>
<th>Official Withdrawal From University</th>
<th>Percentage of Room Charge Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st week</td>
<td>100% of term room charge credited*</td>
</tr>
<tr>
<td>2nd week</td>
<td>75% of term room charge credited*</td>
</tr>
<tr>
<td>3rd week</td>
<td>50% of term room charge credited*</td>
</tr>
<tr>
<td>4th week</td>
<td>25% of term room charge credited*</td>
</tr>
<tr>
<td>4th week+</td>
<td>0% of term room charge credited</td>
</tr>
</tbody>
</table>

+These students withdrawing after the fourth week incur a 100 percent room charge for the term.

*This credit can also be based on the daily charges of time used.

II. Termination Charge Policy for Cancellation from the Residence Halls for matriculating students as follows:

Only non-required students are permitted to cancel on campus housing. Failure to provide timely, written notification of cancellation of housing will result in a charge to students for their assigned space (e.g. if a student is assigned to a room for the Fall Term with a rate of $5,405 and the student cancels their housing on 6/20/17, the student will be assessed 50% of the room rate, which is $2,703 – NOT 50% of the deposit for the fall term). If a student cancels their housing prior to receiving an assignment, the student will be assessed a cancellation fee according to the cancellation schedule at the rate of a standard double room for first year students, or a standard double in an apartment rate for upperclass, graduate and law students. If the cancellation deadline has passed, students who can demonstrate a significant change in academic, co-op or financial circumstances may petition for a waiver of this charge. See cancellation charge schedule that follows:

Undergraduate/Graduate Students

<table>
<thead>
<tr>
<th>Amount Charged</th>
<th>Notification Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposit refunded; NO Charge</td>
<td>Fall 2017 Before 5/15/17</td>
</tr>
<tr>
<td></td>
<td>Spring 2018 Before 10/1/17</td>
</tr>
<tr>
<td></td>
<td>Summer I 2018 Before 3/1/18</td>
</tr>
<tr>
<td></td>
<td>Summer II 2018 Before 4/15/18</td>
</tr>
<tr>
<td>25% of term room charge*</td>
<td>After 5/15/17</td>
</tr>
<tr>
<td></td>
<td>After 10/1/17</td>
</tr>
<tr>
<td></td>
<td>After 3/1/18</td>
</tr>
<tr>
<td></td>
<td>After 4/15/18</td>
</tr>
<tr>
<td>50% of term room charge*</td>
<td>After 6/15/17</td>
</tr>
<tr>
<td></td>
<td>After 10/15/17</td>
</tr>
<tr>
<td></td>
<td>After 3/15/18</td>
</tr>
<tr>
<td></td>
<td>After 4/30/18</td>
</tr>
<tr>
<td>75% of term room charge*</td>
<td>After 7/15/17</td>
</tr>
<tr>
<td></td>
<td>After 11/1/17</td>
</tr>
<tr>
<td></td>
<td>After 4/1/18</td>
</tr>
<tr>
<td></td>
<td>After 5/15/18</td>
</tr>
<tr>
<td>100% of term room charge*</td>
<td>After 8/1/17</td>
</tr>
<tr>
<td></td>
<td>After 12/1/17</td>
</tr>
<tr>
<td></td>
<td>After 4/15/18</td>
</tr>
<tr>
<td></td>
<td>After 5/29/18</td>
</tr>
</tbody>
</table>

* The student’s deposit for the term is applied to the Cancellation Charge assessed.
Law Students

<table>
<thead>
<tr>
<th>Amount Charged</th>
<th>Fall 2017</th>
<th>Winter 2018</th>
<th>Spring 2018</th>
<th>Summer 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposit refunded; NO Charge</td>
<td>Before 6/30/17</td>
<td>Before 9/30/17</td>
<td>Before 12/30/17</td>
<td>Before 4/1/18</td>
</tr>
<tr>
<td>25% of term room charge*</td>
<td>After 6/30/17</td>
<td>After 9/30/17</td>
<td>After 12/30/17</td>
<td>After 4/1/18</td>
</tr>
<tr>
<td>50% of term room charge*</td>
<td>After 7/15/17</td>
<td>After 10/15/17</td>
<td>After 1/15/18</td>
<td>After 4/15/18</td>
</tr>
<tr>
<td>75% of term room charge*</td>
<td>After 8/1/17</td>
<td>After 10/30/17</td>
<td>After 1/30/18</td>
<td>After 4/30/18</td>
</tr>
<tr>
<td>100% of term room charge*</td>
<td>After 8/15/17</td>
<td>After 11/15/17</td>
<td>After 2/16/18</td>
<td>After 5/17/18</td>
</tr>
</tbody>
</table>

* The student’s deposit for the term is applied to the Cancellation Charge assessed.

Use of University Housing Facilities

University residence halls, suites, and apartments are available only to students living in our residence community, their invited guests, and other persons authorized by Housing & Residential Life. Unauthorized entry to, or use of, University housing facilities is prohibited. Students are not permitted to use their residence hall room or mailbox for the purpose of conducting profit or not-for-profit business transactions, commercial enterprises or any activity that violates applicable law or University policy.

Appliances

Only a limited number of appliances approved by Underwriters Laboratories (UL) are permitted within the Housing & Residential Life system. Prohibited personal items include: plastic milk crates and stackable storage containers that are not fire resistant, non-metal waste baskets, candles, incense, halogen lamps, sun lamps, immersion heaters, etc. For a detailed list of approved appliances and policy statements, please refer to A Guide to Residence Hall Living.

Alterations to Premises

Students are prohibited from defacing, damaging or otherwise altering their rooms or any other part of the residence hall. This can include but is not limited to: removal of any University equipment or furniture; altering or replacing door locks; making electrical or structural alterations; use of nails, screws, or any material that defaces surfaces; construction of lofts; hanging items from windows; and painting of the residence. For fire safety and health code reasons, students are not permitted to add personal furniture, including but not limited to futons, mattresses, and couches to their room/apartment.

Bed rails and ladders are standard on all beds 5 feet and over. Requests to remove rails and ladders are not permitted, and requests to deloft beds will be accommodated only if the room permits.

Maintenance and Housekeeping

Student requests for repairs to residence hall furnishings or equipment must be made on-line through myNEU. In myNEU, on the “Community” tab, under "Helpful Links" is the "Facilities Online Work Request." Students with questions about this process or who need further assistance should contact the residence hall staff. Repairs to University-owned or leased facilities must be completed by authorized University or leased property personnel. For urgent matters, (i.e. flooding, heating problems, etc.) students should contact Facilities Customer Service at 617.373.2754 (available 24 hours/day, 7 days/week).
As the Licensor, Northeastern may enter the premises to make repairs, to inspect, or to show the premises to a prospective purchaser, licensee, mortgagee, or its agents. Northeastern may also enter the premises if the premises appear to have been abandoned by the Licensee, if a university policy is violated, in the event of an emergency, for any health or safety reasons, or if otherwise permitted by law.

Students are expected to keep their rooms orderly, safe, and sanitary. The University provides professional housekeeping services in common areas such as lounges, hallways, and bathrooms. Please note that only traditional residence hall bathrooms are cleaned by University personnel; bathrooms, kitchens, and common living areas in suites and apartments must be cleaned and maintained regularly throughout the term by the student(s). Failure to maintain a minimum standard of cleanliness may result in a cleaning charge and/or disciplinary action which could include loss of housing privileges.

**Accessible Rooms for Disabled Students**

Housing & Residential Life reserves the right at any time to utilize specially designed rooms, suites, or apartments to provide for the residential needs of students who have disabilities. However, the department will attempt to reassign non-disabled students during the move-out/room assignment period at the end of each term.

**Abandonment**

Students must remove all personal possessions when they vacate their rooms, apartments, or suites. Any possessions left in campus housing facilities after move-out or the voluntary or involuntary termination of the License Agreement will be considered abandoned, will be discarded by the University, and the student will be billed an additional charge for removal.

**Student Room Health and Safety Inspections**

The University may, in its sole discretion, inspect student rooms to assess health and safety issues, furniture inventory, general room condition, and/or maintenance needs. When feasible, Housing & Residential Life will notify students (via poster, flyer, or e-mail) prior to entering a student's room.

University staff may, in the University’s sole discretion, inspect student rooms, including but not limited to inspection of the contents of any University-owned storage (e.g. closets, drawers, cabinets). University staff may enter any space listed as “vacant” to inspect and prepare the space for a new arrival.

**Damage/Cleaning Charges**

The student is responsible for the condition of all Northeastern University property in his/her room and elsewhere in the residence hall. Upon check-in and check-out, students must complete a Room/Apartment/Suite Condition Form with hall staff. This form confirms the condition of the room/suite/apartment. Any pre-existing conditions in the apartment/bedroom should be noted at check-in by the student. Failure to do so may result in supplementary charges for any damage which may occur through the length of the student's occupancy in the room. Students will be billed for damages that are beyond normal wear and tear. If a student does not complete the check-out process with hall staff, s/he waives the right to appeal supplementary charges. If damage cannot be attributed to any one individual, charges will be assessed equally among all room occupants.

If there is loss/damage to common areas of any campus housing facility and Northeastern University cannot identify the individual(s) responsible, the University may require several or all of the hall’s residents to pay a prorated group charge covering the cost of common area repair/replacement. Students will be billed for replacement of furniture and reinstallation costs in the case of vandalism. Additionally,
students may also be referred to the Office of Student Conduct and Conflict Resolution for disciplinary action which could include loss of housing privileges.

**Liability**

Northeastern University will not be liable for loss or damage to students or students' guests' property located in any campus housing facility. This includes, but is not limited to, damage caused by fire, flood, accidents, or loss or interruption of heat, electricity, burglary, theft, bugs/insects or vandalism.

**Sublicense**

Students may not assign or transfer to anyone, including but not limited to other students, this License Agreement or any of its rights or obligations. They may not sublicense their housing space, their license agreement or make any arrangement for someone to take over housing payments or move into the space assigned to them without the prior express written permission of the university. A student who violates this policy will lose all future opportunities to apply for housing and be liable for all costs incurred by the university including any expenses related to the removal of any third party. Students residing in University owned or sponsored facilities without the written permission of the University are trespassing and will be removed immediately.

**Check-In/Check-out Policy**

Living on campus is a privilege, not a right. Failure to enter or vacate in accordance with move-in & move-out dates published by the department will result in formal disciplinary action and revocation of housing privileges.

Students who do not follow established check-out procedures with Residential Life staff forfeit the right to appeal any damage billing assessed to their student account.

**Residence Hall Staff**

Each University housing facility is managed by a Residential Life staff member who supervises a trained staff which includes Graduate Assistants and Resident Assistants who have the authority to enforce this License Agreement.

Students must comply with requests and directions of University faculty and staff members in the performance of their duties.

**Housing & Residential Life Policies**

Students are prohibited from engaging in any of the following behaviors: conduct in or about any residence facility that poses a threat to the health or safety of themselves, others, or property; behavior that interferes with the rights or well-being of others; or personal actions that violate any provision of this agreement, or any rule, regulation, or policy of the University or any applicable law.

**Fire Safety**

All persons must observe fire safety policies and procedures. Fire extinguishers, smoke detectors, alarm systems, and fire escapes are not to be tampered with by any student. If a fire alarm sounds, ALL occupants must exit the facility at the nearest emergency exit. Please refer to the Guide to Residence Hall Living for a complete list of prohibited items.

**Restricted Areas**
Any student or guest of a student who is found in restricted areas (including balconies and residence hall rooftops) will be subject to termination of this Agreement and loss of housing privileges.

**Keys and University Identification Card**

Students are not permitted to transfer, duplicate, or give keys or University identification or access cards to other persons, or to change door locks. Students will be charged for the loss of room keys and/or required lock changes. A detailed policy of the lock-out procedure is contained in *A Guide to Residence Hall Living*.

Students may not install any lock device that prohibits University personnel from entering the building, apartment, or individual room. Prohibited devices include, but are not limited to: dead bolts, door chains, slide bolts, and lock sets.

**Guests**

Guests must be escorted and signed in by the specific student with whom they are visiting, and both must show proper photo identification to the Proctor (residence hall security representative). The guest must be escorted by the student at all times, and must also observe all rules that apply to the student. The student is responsible for the conduct and behavior of his/her guest. Any damage or vandalism by the guest is the responsibility of the student. Overnight guests must be at least 16 years old and may not stay overnight beyond three (3) consecutive nights. Guests younger than the age of 16 may not stay overnight.

Roommates must work out their own arrangements for having visitors. If roommates cannot agree, they may call upon a staff member to help resolve the problem. Students must secure the permission of their roommate(s) prior to having an overnight guest in the living space.

**Pets**

Animals are not allowed in any University housing facility, with the exception of fish and service or assistance Approved Animals. Fish are permitted in containers with a maximum volume no greater than 25 gallons.

**Dining Services**

Each student participating in the dining service program must present their University identification card at the dining hall in order to be served a meal. This meal card is non-transferable, is the property of Northeastern University, and must be surrendered to any University official upon request. Alteration or use of this card for any unauthorized purpose will result in disciplinary action which could include loss of housing privileges, and/or confiscation of the meal card. Food and related articles may not be taken from the dining room, except as permitted by Dining Services. To prevent loss and theft, the University reserves the right to inspect backpacks and bags at the exits of the dining halls. During weekends, vacations, and official closings, the University reserves the right to consolidate dining facilities.

**Leased Properties**

Any students living in leased properties may receive and may be required to review and agree to additional terms and conditions concerning safety and security, including fire safety.

**Family Housing**

Northeastern University does not provide housing for married couples, spousal equivalents, or dependent children.
Age of Residents

All students residing in Northeastern University housing must be seventeen years of age or older at the time of move-in. If under the age of 18, a parent or legal guardian must also sign this Agreement.

Emergency Contact Information

All students must provide emergency contact information to Northeastern University and are responsible for keeping this information current and accurate. If a student is under the age of 18, the institution will notify the parent or guardian when they are reported missing, in addition to the student’s designee. The contact information provided by the student will only be accessible to authorized campus officials or disclosed as required by applicable law. Local law enforcement agencies will be notified of a missing student.

Exceptions to Any Provision of This Agreement

The Vice President of Student Affairs (or designee) may alter or revoke this License Agreement and/or official administrative policies in the interests of order, health, safety, discipline, or for educational purposes. A student may request an exception to any provision of this Agreement or may appeal any charge assessed by Housing & Residential Life. To request an exception, the student should submit a written petition explaining the nature of and reason(s) for the request to:

Housing & Residential Life
Northeastern University
4 Speare Commons
Boston, MA 02115-5000

Violations of any of the terms of this License Agreement may result in disciplinary actions and/or revocation of the License Agreement and housing privileges.

I, the undersigned student, hereby apply to become a licensee in the Northeastern University Housing & Residential Life system for the 2017-2018 academic year, under the terms and conditions described herein.

I also hereby apply for participation in the Dining Program if I am a first year student residing anywhere on-campus or if I am an undergraduate student residing in a traditional residence hall or suite-style apartment.

The termination credit policy and the cancellation charge schedule for the residence and dining program is described in Attachment A. I (and the guarantor, if applicable) agree to pay in full all of the residence and dining charges prior to the beginning of that term's registration. I agree to occupy the residence accommodations to which I may be assigned and to take the dining program exclusively for my own use and not allow any portion of such residence accommodation or dining program to be used by any other person. I understand that I may not sublicense the space to which I have been assigned. Violation of this provision immediately terminates this agreement. I understand and agree that the University reserves the right to increase its residence and dining rates for any term, including the right to assess increases in energy costs associated with the operation of its residence facilities. Such increases, if assessed, shall be applied to the residence charge in the form of a pro-rated adjustment.

I (and the guarantor, if applicable) understand and agree that Northeastern University, in its sole discretion, reserves the right to assign and reassign students in the Housing & Residential Life system or to revoke and terminate any License Agreement at any time for any reason set forth in, but not limited to, Attachment A. I (and the guarantor, if applicable) understand and agree that, in the event that I am
reassigned to a residence with a higher/lower charge than that for the accommodation initially assigned, I will be assessed/credited a pro-rated portion of the difference between the charge initially payable and the charge payable after reassignment.

I (and the guarantor, if applicable) understand and agree that the University shall not be responsible for any delay and/or non-delivery of utilities or other services to the residence facilities or any nonperformance and/or losses, both personal and property, resulting directly or indirectly from natural causes; the enactment or issuance of any law, ordinance, regulation, ruling or order; lack of the usual means of transportation; fires; floods; explosions; strikes; or other accidents or other events or contingencies beyond the University's control.

I further agree to abide by the policies, procedures, rules, and regulations that may be established by Housing & Residential Life and by all other policies, rules, regulations, and codes formulated by the University, including, but with limitation to, all academic and social conduct rules and regulations. Violations of any of the terms of the License Agreement may result in disciplinary actions and/or revocation of the License Agreement and housing privileges.