

## **2018 Summer Campus Housing Application**

Before completing this form, review the information found at  
<http://www.kenyon.edu/student-life/residence-life/office-of-housing-residential-life/summer-and-break-housing>

This form is **Due April 27, 2018**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Kenyon Student ID Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Current Residence Hall/Apt.: \_\_\_\_\_ Current Room Number: \_\_\_\_\_

Fall 2018 Residence (if you know/remember): \_\_\_\_\_

### **Reason Requesting Summer Campus Housing (check all that apply):**

- I am a Senior Week/Commencement worker (Managers: May 12 – 23; Non-Mgrs: May 12 - 20, 2018)
- I am a Reunion Week worker (Managers: May 21 – 28; Non-Mgrs: May 23 - 28, 2018)
- I am a Summer Scholar student – eg. Legal, Science, et al. (May 12 - August 28, 2018)
- I am a campus student worker\* (May 12 - August 28, 2018)

\* Only students continuing next academic year (not-graduating in May 2018), sponsored by an employer, an academic department/professor, or another College employee to be on campus for a specific, work purpose and working a minimum of 25 hours a week will be eligible for campus housing over the summer. **Students who do not meet all of the criteria for summer housing, but would like to request an exception due to personal and/or financial circumstances, should contact Chris Kennerly or Marne Ausec via email no later than Wednesday, April 25.**

- I am employed for the summer by the College Township Fire Department (May 12 - August 28, 2018)
- I am an athlete staying for an athletic event (type below in "other" which team you are a member)
- I am the sibling of a graduating senior (May 12 – May 19, 2018 at 7 pm)
- Other: \_\_\_\_\_

Please specify **all dates** you will be on-campus: \_\_\_\_\_

Sponsor's Name: \_\_\_\_\_

This is your campus job supervisor or your program's contact person, coach, sponsoring group's advisor.

Sponsor's E-mail Address: \_\_\_\_\_

Residential Life will confirm your participation with your sponsor.

If you have a **Second** sponsor, please enter your second sponsor's name and email here:

### **Billing for summer housing will occur weekly from May 13 – August 26, 2018**

Students working for the Commencement Office and/or Reunion Weekend  
will not be billed for housing this year.

All other students will be billed \$75/week for May 13-19 (Senior Week) and \$90/week  
for August 13-19 & 20 – 26 (all other weeks based on regular summer room rate –single/double)

Students will not be credited for vacation time off campus.

***Moving to transition housing assignments*** – students who are approved to stay on campus past Saturday, May 12 and will continue to live on-campus during the summer, must move into their transition housing assignment on Monday, May 14 beginning at Noon and complete their move that same day by 9 pm. Transition housing assignment keys will be available in the Residential Life Office from noon – 5 pm on Monday, May 14. Keys from spring housing assignments must be returned by Wednesday, May 16 at 1 pm. For summer science housing assignments, students may opt to stay in this transition housing assignment all summer or opt to move into Acland/Morgan Apartments. Please make a note below if you want to stay in the transition housing assignment or move into a summer science assignment. Students who opt to move for summer science will move from transition housing to summer assignments on Monday, May 28. Keys will be available in the Office of Residential Life 9 am – 1 pm on that day. Transition housing keys must be returned by Wednesday, May 30 at 1 pm.

**Arrangements for Summer Campus Housing (for students staying after May 28)**

We would like to know your preference regarding room occupancy, and will attempt to make your housing assignment based on your preference. If you request a double room, you will have a roommate. Single rooms are limited and will be assigned based on availability.

**Please Circle Your Preference of Room Type and whether you want to stay in transition housing or move again:**

Double w/roommate (\$75 per week)

Single (\$90 per week)

I opt to stay in transition housing

I opt to move to my Summer Science location  
after transition housing

Please check with your summer science/legal scholar advisor for specific dates your housing will be covered and if it will cover the cost of a single room. If you request and are placed in a single room and it is not covered by your program, you will be billed the cost difference per week. (\$15 per week will be charged to your student account). If you choose to remain on campus longer than the dates of your sponsored program, you will be charged for the additional weeks at the full room rate. **Move to fall 2018 housing assignments will be Monday, August 6, 2018.**

**Request for a Specific Roommate or for Specific Apartment-mates**

If you have spoken to other students planning to complete a form to stay on campus during the summer and you wish to be housed with any particular students, please type their names below. Residential Life will attempt to assign students based on their preferences but does not guarantee that these requests will be made. If no preferences, leave this section blank. Students will be assigned spaces based on dates needed and the best interests/needs of the College.

**Roommates and/or apartment-mate(s) request:**

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I have read and agree to the Guest and Alcohol Restrictions, Behavioral Expectations, and Housing Terms (found on pages 3 and 4 of this application) with Kenyon College regarding my Summer Housing Contract for the summer of 2018.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please return signed application to the Residential Life Office in Gund Commons, top floor by April 27, 2018. Staff will review your information, confirm with your sponsor(s), and make a decision regarding your request, which will be communicated to you by e-mail by May 10th (provided the form is submitted by the due date of April 27, 2018). If you are assigned a summer housing assignment, this information will be e-mailed to you. If you have any questions, please email [reslife@kenyon.edu](mailto:reslife@kenyon.edu).

## Guest Restrictions

*By submitting this form:*

- (1) If in a College residence past May 20, 2018, I agree not to have overnight guests (non-Kenyon students as well as Kenyon students not staying for the summer) until after this date. After this date, I will not have any overnight guests in my housing assignment for more than three days each month.
- (2) I realize I am responsible for the conduct of any overnight guests, and that the Student Handbook policies regarding guests apply during the summer as it does during the academic year.

## Behavioral Expectations

*By submitting this form:*

- (1) I understand that I am responsible for my behavior, and I agree to comply with all expectations of the Student Handbook (<http://www.kenyon.edu/directories/offices-services/office-of-student-rights-and-responsibilities/student-handbook/>) and the Residential Life office.
- (2) I understand that I am responsible for my meals and agree that once the dining hall meal plan ends, I will not eat at Peirce when it is open unless my sponsor or I have made financial arrangements with AVI. (Visit <https://aviserves.com/kenyon/> for dates, times, and prices).
- (3) I am not a graduating senior, and I agree not to attend Senior Week functions.
- (4) If permitted to stay on campus during Senior Week, I will wear a colored wristband provided to me by Residential Life, which indicates to College staff I have approval to live on campus. After Senior Week, I am not required to wear this wristband.

## Housing Terms

*By submitting this form:*

- (1) I have read and understand the information at <http://www.kenyon.edu/student-life/residence-life/office-of-housing-residential-life/summer-and-break-housing> and agree to the temporary housing conditions (if applicable), procedures, and expectations of the Summer Campus Housing process.
- (2) I understand staying on campus during any part of the summer is a privilege and can be taken away if I do not comply with all listed expectations. I agree to live in my housing assignment (not to live in an unauthorized location).
- (3) All charges will be assessed on my student account, and I am responsible for all costs associated with housing. (If a sponsor has agreed to pay for my weekly housing fee, the sponsor will be billed instead; I will communicate with my sponsor if I notice any unpaid charges). Billing is charged in one week increments. No partial credit can be given for partial weeks that I am housed on-campus. I also understand I will not be credited for vacation time away from campus.
- (4) If approved to be on campus for any part of the summer I should e-mail [knightm@kenyon.edu](mailto:knightm@kenyon.edu) with the details if I request my United States Postal Service Post Office Box mail not be forwarded to my home address (to continue receiving mail at my Gambier PO Box).
- (5) I realize that custodial service will not be provided during the summer. I agree to dispose of garbage and recycling daily and to keep the College residential area and my assignment clean and orderly.
- (6) I will e-mail [reslife@kenyon.edu](mailto:reslife@kenyon.edu) to report any facility work order requests.
- (7) I understand that assignments will contain bedroom furniture (bed, dresser, desk, desk chair, and closet space) as well as minimal living room furniture (where applicable). Furniture should not be removed from the assignment. Each apartment has its own bathroom. Acland/Morgan Apartments have a full oven/stove and refrigerator. New Apartments have a kitchenette (stovetop, and refrigerator).
- (8) I understand that the summer is a busy time on campus. Maintenance Department staff use this time to repair and replace, paint, update, and complete various projects. Some of this may cause a temporary disruption of service and inconvenience to me including the likely possibility of relocation. The College attempts to provide advance notice but this is not always possible. During the summer, the campus has also been known to experience severe weather, resulting in power outages.
- (9) I realize the Office of Residential Life will be available during most weekdays from 8:30 a.m. to 4:30 p.m. Closed noon – 1 pm. (when the College is open for business), to handle immediate concerns. To contact the Office of Residential Life call (740) 427-5142 or email [reslife@kenyon.edu](mailto:reslife@kenyon.edu).

- (10) Summer CAs will also be available to me for assistance with work orders, roommate conflicts, and other residential matters.
- (11) I know that Campus Safety will have staff available 7 days a week/24 hours a day to assist students in College residences over the summer. To contact Campus Safety call (740) 427-5000. Campus Safety officers are available for escorts, emergency responses, and automobile/parking concerns.
- (12) I will move in/check in and move out/check out of my assignment during the proper date and times as expected. By using either the CA Check-out by a Summer CA option or by using the Express Check-out option. To use the Express Check-out option, I understand that I must turn in my key(s) using the Express Check-out Form (found in Gund Commons) to the Office of Residential Life. I further understand that if I improperly check-out and/or do not return key(s) that I will incur fines. I also agree that if I choose the Express Check-out option, I waive my right to appeal any damage charges incurred.
- (13) I understand when checking-out of my housing assignment, I must leave the space in the same condition that I found it or better. Specifically, rooms should be cleaned, garbage removed, floor vacuumed/swept, and furniture tops dusted.