

Standby Housing Agreement

Academic Year 2017-2018

I, _____ agree to all of the following terms and conditions.

Housing & Residential Education has identified a temporary housing option for you in Standby Housing. These temporary spaces are located in the University Guest House (our on-campus hotel). Standby housing is a guaranteed spot for on campus housing. As a student on our wait list, HRE is reaching out to you with an offer to move you over to Standby Housing. As a student on Standby you agree to the following terms:

1. **Communication on Standby offers:** As a student on Standby I will receive an email from Housing & Residential Education in my UMail with the following subject: "Housing Wait List Offer – It's your time!" This email will include instructions on how to reserve a temporary space. **I will complete these steps within 72 hours.**
2. **Reserving your temporary space:** I will complete my reservation by selecting a meal plan and paying the \$200 reservation fee. I understand that the only way to secure a space for the academic year is to reserve a temporary space.
3. **No room type request policy:** If a permanent space becomes available prior to move-in, I allow HRE to change my reservation to be in that permanent space and inform me of my reservation status. I understand I will not be able to request a **specific room type or location.**
4. **Single Offer Policy:** As a student on Standby I understand that I will receive only one offer. If I decline the offer I am removed from the Standby list and **must terminate my contract with Housing & Residential Education.**
5. **Declining Room Offer:** If I decline the offer to live in my assigned room I understand that **termination fees do apply as I am under contract with HRE. I am familiar with the termination process.**
6. **Temporary Space transition to Permanent Housing:** If HRE is not able to change my reservation to a permanent space prior to move-in, HRE will work to identify permanent spaces within the first 6 weeks of the semester. When a permanent space has been identified, I am required to move out of the temporary space and into the available permanent space according to the timeline outlined for me by HRE.

Once you have completed a reservation for a temporary space (online), HRE will work to identify a permanent space in our Residence Halls or Apartments. Students with current reservations continue to cancel daily, making permanent spaces available. Please be aware that we will not change reservations from temporary to permanent unless the reservation is complete. In order to complete a reservation you must complete the following steps within 72 hours of the offer:

- I will select a meal plan
- I will pay a \$200.00 Reservation Fee.

More information about temporary spaces:

- All temporary spaces in the University Guest House are in double rooms. If you move in to a temporary space, you will be charged the double room rate.
- Once you move to a permanent space, your account will be adjusted, if necessary, to reflect your new room type.
- You are required to select a meal plan while in temporary spaces.
- Rate information for rooms and meal plans can be found here: <https://housing.utah.edu/applyreserve/rates-n-housing-account/>

If you are no longer interested in living on campus, please contact our office to remove your name from our wait list or standby. If you have any questions, please feel free to contact our office by email at info@housing.utah.edu.

Student _____

Date ____/____/____

SAMPLE