

# **ROOM AND BOARD AGREEMENT FACT SHEET**

*The following are items that the College would like to point out for your review, as you prepare to select your housing assignment for the 2024 – 2025 academic year. Students are responsible for all the terms and conditions of the Curry College Room and Board Agreement, please read thoroughly and familiarize yourself with the content.*

- The Room and Board Agreement is for the **entire** 2024 – 2025 academic year. Students who will be studying abroad in the Spring semester or graduating in December must provide Residence Life & Housing written notice by November 30, 2024.
- All students must be enrolled in a residential meal plan while a resident student.
- By signing the Room and Board Agreement, the student is stating that they have reviewed and understand the terms and conditions of the Room & Board Agreement and will abide by all policies and terms within the document, as well as the Curry College Student Handbook and the College Catalog.
- If at any time a student wishes to terminate the housing agreement, the student must submit a request to do so in writing to the Assistant Dean of Students. If the College approves the request, the student will be charged the prorated amount outlined in the Room and Board Agreement, based on the date the student vacates their residence hall space, and a Room and Board Termination Fee (\$2,000 if the termination of the Agreement occurs during the FALL semester, and \$1,000 if the termination of the Agreement occurs during the SPRING semester).
- Students must be enrolled in at least twelve (12) credits to remain eligible to reside in College housing. If a student falls below 12 credits, they will be charged a room and board termination fee, as outlined in the Room and Board Agreement, and they must vacate the room.
- Residence Life & Housing strongly encourages students to reconsider living/rooming with a person with whom they are romantically involved.
- Residence Halls close for the following College breaks: Thanksgiving Recess, Winter Break and Spring Break. Please refer to the Academic Calendar. Students should plan travel accordingly.
- The College is not liable for loss or damage to or theft of personal property in resident rooms, public areas, laundry, or storage rooms. Students are encouraged to acquire insurance to cover their personal property. Students also may wish to determine if their personal property is covered under their family's homeowners' insurance.
- Annual Costs for Residence Halls:
  - Standard Room (multiple occupancy) \$10,360
  - Standard Room (single occupancy) \$13,150
  - Suites (multiple occupancy) \$13,140
  - SCRH (multiple occupancy) \$13,140
  - SCRH (single occupancy) \$15,910
  - Alexander Graham Bell Hall (multiple occupancy) \$12,290
  - Alexander Graham Bell Hall (single occupancy) \$15,040

**CURRY COLLEGE**  
**HOUSING POLICY AND ROOM & BOARD AGREEMENT**  
**Academic Year 2024-2025\***

*All applicants are bound by the regulations and procedures described herein and as modified by Curry College during the year.*

**\*All references in this Curry College Housing Policy and Room & Board Agreement refer to the 2024 - 2025 academic year.**

**TERMS AND CONDITIONS**

**1. Introduction**

Curry College (the “College”) offers students the opportunity to apply to reside in its residence halls. However, because of space constraints, all students will not be able to live in the College residence halls while they attend Curry College. Full-time, matriculated students in good standing are given priority for the privilege of residing in the College’s residence halls. Exceptions to this policy will be made only under special circumstances and by petition to the Office of Residence Life & Housing, and only if the College approves the petition. Individual housing eligibility is non-transferable. Please note that the College does not have housing facilities for spouses or children. All resident students are required to participate in the College meal plan.

STUDENTS WHO APPLY TO LIVE IN CAMPUS HOUSING MUST SIGN AND COMPLY WITH THIS CURRY COLLEGE HOUSING POLICY AND ROOM & BOARD AGREEMENT WHICH IS BINDING FOR THE ENTIRE ACADEMIC YEAR. THE AGREEMENT IS NOT TRANSFERRABLE.

**2. Acknowledgements by Student Participating in the Housing Selection Process**

By signing below, I acknowledge that I have read the Curry College Housing Policy and Room & Board Agreement (the “Agreement”) in full, and that I understand and agree with and will abide by all the terms and conditions.

By signing below, I agree to take residence in a Curry College residence hall for the academic year, and to abide by all terms, conditions, regulations, policies, and procedures stated in or referred to in this Agreement, and as otherwise required by Curry College at any time. I understand that this Agreement is binding for the entire academic year unless it is terminated in accordance with the terms herein.

In being assigned a room in a residence hall during the selection process for the academic year and by signing below, I promise and agree to pay Curry College all the housing related charges\*\* for the entire academic year, even if I do not reside in its residence halls during the academic year (for any reason), unless as otherwise set forth in this Agreement.

The College by this Agreement does not guarantee specific halls, rooms or roommates and reserves the right to assign or re-assign residents to other rooms and halls in the best interest of the individual resident, the residence community, or to make the most effective and efficient use of available accommodations. The College may also cancel this Agreement for reasons of unsuitable resident conduct at any time after a community standards process or Title IX process if a student poses a danger to themselves or others’ well-being as determined by the Vice President for Student Affairs or their designee. Students who apply to participate in a study abroad program or domestic or international internship program are not guaranteed residency should they cancel their application.

By student timely signing this Agreement and if there is an available room, an eligible student will be offered a bed, a desk, wardrobe or closet space, and a dresser within a room on campus. The College

reserves the right to assign a student to any empty space in any residence hall, or other suitable facility designated as a residence area, at any time. In the case of roommate conflicts, when roommates have made every attempt to resolve their differences, one may request a room change by completing a room change form. Forms are available on the Residence Life tab of the myCurry Portal.

If I am not assigned a specified room for the academic year until some time after the room selection process for returning students, or after room assignments for new students, I understand that by signing below, I am requesting Curry College to commit to providing me with a room that I will take residence of during the academic year. If I do not inform the Office of Residence Life and Housing at Curry College, in writing, that I will not reside in the residence hall during the academic year by June 1, 2024, I understand that I am obligated to pay the College all of the housing related charges\*\*, and I promise to pay those charges, even if I do not reside in the residence halls during the academic year (for any reason), unless as otherwise set forth in this Agreement.

\*\* All references to housing related charges in the Agreement refer to the room and board charges as set forth and published in the Curry College Course catalog for the academic year.

### **3. Duration of Agreement**

This Agreement is binding from the date it is signed and for the entire academic year stated at the outset of this Agreement, unless it is terminated in accordance with the terms herein.

Without limiting the above, this Agreement shall remain in effect, and thus a student is still obligated to pay housing related charges and honor his/her obligations under this Agreement, even if the student (1) decides not to occupy the assigned room; (2) does not use the residence hall room because the student is suspended or dismissed from the College and/or from College housing due to disciplinary reasons; (3) fails to pay housing related charges upon receipt of bill; (4) fails to complete necessary paperwork; and/or (5) has to leave campus for quarantine, isolation or other COVID-related closure.

### **4. Termination of this Agreement**

#### **a. Request to Terminate Agreement Based upon Student's Withdrawal from College**

If after signing this Agreement, a student decides to withdraw from the College, the student must notify the Office of Residence Life, in writing. The College, in its sole discretion, can determine if the notice of withdrawal results in the termination of this Agreement. If the College determines that a student's withdrawal from the College terminates this Agreement, the student will be responsible to pay to the College the charges described in the Fee Schedule, as set forth below.

### **FEE SCHEDULE**

All housing deposits are non-refundable and non-transferrable, regardless of the time of, or reason for, the termination of this Agreement.

The amounts the student is responsible to pay will consist of pro-rated charges based on the date the Agreement is deemed terminated, plus a termination fee. The amounts the student is responsible to pay will be charged to the student's account with the College. The student bears the obligation to pay those amounts.

This Fee Schedule does not apply to students who no longer live in the residence hall because of community standards and/or disciplinary issues.

**Pro-Rated Room & Board Charges + Termination Fee Where Termination of Agreement Occurs During FALL Semester and Student is a NEW or TRANSFER Student in the FALL Semester:**

<u>Date of Termination during Fall Semester</u>	<u>Percentage of Room and Board Charges Student is Responsible to Pay</u>	<u>Amount of Termination Fee</u>
First Week	10%	\$2,000
Second Week	20%	\$2,000
Third Week	20%	\$2,000
Fourth Week	30%	\$2,000
Fifth Week	40%	\$2,000
Sixth Week	40%	\$2,000
Seventh Week	50%	\$2,000
Eighth Week	60%	\$2,000
Ninth Week	60%	\$2,000
After Ninth Week	100%	\$1,000

**Pro-Rated Room & Board Charges + Termination Fee Where Termination of Agreement Occurs During SPRING Semester and Student is a NEW or TRANSFER Student in the SPRING Semester:**

<u>Date of Termination during Spring Semester</u>	<u>Percentage of Room and Board Charges Student is Responsible to Pay</u>	<u>Amount of Termination Fee</u>
First Week	10%	\$1,000
Second Week	20%	\$1,000
Third Week	20%	\$1,000
Fourth Week	30%	\$1,000
Fifth Week	40%	\$1,000
Sixth Week	40%	\$1,000
Seventh Week	50%	\$1,000
Eighth Week	60%	\$1,000
Ninth Week	60%	\$1,000
After Ninth Week	100%	[None]

**Pro-Rated Room & Board Charges + Termination Fee Where Termination of Agreement Occurs Before or During Fall Semester and Student is a RETURNING Student in the FALL semester:**

<u>Date of Termination before Fall Semester</u>	<u>Percentage of Room and Board Charges Student is Responsible to Pay</u>	<u>Amount of Termination Fee</u>
Prior to June 1, 2023	[None]	[None]
June 1 – June 29	[None]	\$500
June 30 – July 15	[None]	\$700
July 16 – July 31	[None]	\$1,000
August 1 – August 15	[None]	\$1,500
August 16 – Check In Day	[None]	\$2,000

*Date of Termination  
during Fall Semester*

<i>First Week</i>	<i>10%</i>	<i>\$2,000</i>
<i>Second Week</i>	<i>50%</i>	<i>\$2,000</i>
<i>Third Week</i>	<i>50%</i>	<i>\$2,000</i>
<i>Fourth Week</i>	<i>75%</i>	<i>\$2,000</i>
<i>Fifth Week</i>	<i>75%</i>	<i>\$2,000</i>
<i>Sixth Week</i>	<i>75%</i>	<i>\$2,000</i>
<i>Seventh Week</i>	<i>75%</i>	<i>\$2,000</i>
<i>After Seventh Week</i>	<i>100%</i>	<i>\$1,000</i>

***Pro-Rated Room & Board Charges + Termination Fee Where Termination of Agreement Occurs  
During SPRING Semester and Student is a RETURNING Student in the SPRING semester:***

<u><i>Date of Termination during spring semester</i></u>	<u><i>Percentage of Room and Board Charges Student is Responsible to Pay</i></u>	<u><i>Amount of Termination Fee</i></u>
<i>First Week</i>	<i>10%</i>	<i>\$1,000</i>
<i>Second Week</i>	<i>50%</i>	<i>\$1,000</i>
<i>Third Week</i>	<i>50%</i>	<i>\$1,000</i>
<i>Fourth Week</i>	<i>75%</i>	<i>\$1,000</i>
<i>Fifth Week</i>	<i>75%</i>	<i>\$1,000</i>
<i>Sixth Week</i>	<i>75%</i>	<i>\$1,000</i>
<i>Seventh Week</i>	<i>75%</i>	<i>\$1,000</i>
<i>Thereafter</i>	<i>100%</i>	<i>[None]</i>

***b. Request to Terminate Agreement for Reasons Other Than Withdrawal or Dismissal  
from the College***

Students who wish to terminate this Agreement for any reason other than their withdrawal or dismissal from the College must receive prior written permission from the College, through the Assistant Dean of Students or other designees, to terminate this Agreement. A student may request permission to terminate this Agreement by completing and submitting a request to terminate the housing Room & Board Agreement to the Office of Residence Life & Housing.

The College, through its Assistant Dean of Students or other designees, may in its sole discretion approve or deny a request to terminate the Room & Board Agreement. In exercising such discretion, the College may give consideration to the educational needs and interests of the campus, the extent to which housing is available and utilized in the residence halls, the student’s reason for requesting permission to terminate the Agreement, and the needs and best interests of the College. The College’s approval of a request to terminate the Room & Board Agreement releases the College from any obligation to provide room & board for that student and assumes that the space he/she has previously occupied may be reassigned at the option of the College. If permission is granted, however, the student is responsible to pay the charges in accordance with the Fee Schedule outlined in section 4.a., above, based upon the date of the termination of the Agreement. If permission is not granted, the student is responsible to pay all housing related

charges for the academic year even if the student decides not to occupy or continue to occupy his/her assigned bed.

**c. Termination of Agreement Based on Student Becoming Ineligible to Live in Residence Hall**

Only registered, full-time, matriculated students are eligible for the privilege of residing in the College's residence halls. For example, students who take an approved leave of absence from the College are not eligible to live in the College's residence halls. Students who are academically dismissed from the College are not eligible to reside in College's residence halls. In such cases, the student is responsible to pay the charges as set forth in the Fee Schedule outlined in section 4.a., above, based upon the date of the termination of the Agreement.

Similarly, residents whose academic course load falls below 12 credit hours must notify the Office of Residence Life & Housing in writing within three (3) days, as they are not eligible to live in the College's residence halls. The College therefore reserves the right to terminate the Agreement if a student is not engaged in full-time study at the College. In such cases, the student is responsible to pay the charges as set forth in the Fee Schedule outlined in section 4.a., above, based upon the date of the termination of the Agreement.

**d. Termination of Agreement Based on Student Community Standards and/or Disciplinary Issues**

Resident students who are dismissed from College housing or the College due to community standards and/or disciplinary issues will remain responsible for their housing room & board charges as described below.

**Removed from College Housing**

If a student is removed from College housing during the term of the Agreement due to community standards and/or disciplinary reasons, they will remain responsible for the full room and board charges for the full academic year of the Agreement, even if the student is removed during the fall semester of the academic year.

**Suspended from the College**

If a student is suspended from the College during the term of the Agreement for community standards and/or disciplinary reasons, they will remain responsible for the full room and board charges for the current semester during which he/she is suspended. If suspension occurs during the fall semester of the academic year, the student also will be responsible to pay a \$1000 termination fee at the time of suspension (in addition to the full room and board charges).

All housing deposits are non-refundable and non-transferable, regardless of the time of, or reason for, the termination of this Agreement. The amounts the student is responsible to pay will be charged to the student's account with the College. The student bears the obligation to pay those amounts.

**5. Vacating the Residence Hall and Room**

Students who leave the residence hall before the end of the academic year must vacate the residence hall and room and remove all personal belongings from the premises within 48 hours of the effective date of the withdrawal or the College's allowance of the student's request to terminate the Room & Board Agreement. In certain circumstances, the student may not be allowed back on campus or in the residence room and, in such instances, the College will remove the student's belongings and place them in storage

until arrangements can be made for student to pick up their belongings. Removal and storage charges will be assessed to the student.

Failure to officially terminate one's occupancy and remove one's belongings in the manner required by the College may result in room rental and/or storage charges for the period of time that has elapsed until the official termination.

Students must comply with all requirements and instructions from the College in regard to vacating the residence hall, including but not limited to: (1) completing and submitting check out forms to the Office of Housing, (2) removing all belongings from the residence hall rooms, (3) having the room inspected by a residence hall staff member, and (4) returning room keys to the Office of Residence Life & Housing.

The student agrees to pay such reasonable fees as are assessed by the College for the removal and storage (if applicable) of the property that he/she leaves in the residence hall and the College shall not be responsible for any resulting loss or damage or theft.

## **6. Use and Care of the Residence Hall and Room**

### **a. Late Arrival**

The space which has been reserved for the student will not be held after 9:00 A.M. on the first day of classes in a semester, unless the student submits prior written notice that they will be late in arriving, and the Office of Residence Life & Housing approves the late arrival. The student is responsible for paying any late fees assessed by the College in connection with the late arrival.

### **b. Room Condition**

Each student occupying an assigned room is responsible for the care, use, and maintenance in good condition of the room assigned to them together with the furnishings within the room. No partitions or other alterations shall be made to the room unless the prior written consent of the Office of Residence Life (in consultation with Buildings and Grounds) is obtained. This shall include, but not be limited to, the addition or changing of any locks, the removal of window screens, the removal of any College-issued furniture, the alterations of heating or lighting fixtures, painting of any surface, installation of any television or radio antenna, and all other such changes and additions. Nails, screws, and adhesives which may cause damage shall not be inserted into or used on the structure of the room for any reason. The cost of any damage or loss to College property and furnishings, including theft of same, together with appropriate fines will be assessed to the student(s) responsible. Students are required to verify a Room Condition Form upon checking into the room. In instances where the student fails to verify this form, the Office of Residence Life & Housing will assume an initial level of good condition for the furnishing and equipment in the room. Each resident will be subject to assessment in the event of damage or loss to Public or Common Areas of their Residence Hall if the damage cannot be attributed to specific individuals. All occupants of the student room may be held jointly responsible for any loss or damage, whether accidental, negligent, or intentional, to the student room unless specific information is obtained that demonstrates to the College's satisfaction individual responsibility.

### **c. Occupancy of the Residence Hall Room**

A room may be occupied by only the student(s) to whom it is assigned. Students may occupy their rooms only upon completion of the College registration process. In accordance with a schedule of closing posted on the College website, in the College calendar, or as otherwise directed by the College, a student shall have no right to enter, use, or occupy the residence hall during any period when the College is not in session for formal academic purposes. The student that leaves personal property in assigned accommodations during periods of recess does so solely at their own risk, and the College assumes no duty to protect such personal property. For the purpose of this Agreement, "personal property" shall

include any property, excluding residence hall furnishings, in the possession of the student located in the confines of their assigned quarters, or in other areas in any building or on the grounds of the campus.

**d. Students Are Responsible for Their Own Personal Property**

The College shall **not** be responsible or liable, directly or indirectly, for loss and/or damage to or theft of personal property belonging to the student, or in the possession of a student whether it belongs to the student, their family, friends, guests, or other persons, by fire, theft, flood, vandalism or any other cause whatsoever, whether such losses or damage or theft occurs in a room, hall, or elsewhere on the College's campus. **EVERY STUDENT IS ENCOURAGED TO REVIEW THEIR OWN, AND THEIR FAMILY'S, PERSONAL PROPERTY INSURANCE COVERAGE, SINCE THE COLLEGE'S INSURANCE PROGRAM IS LIMITED TO COVERAGE OF COLLEGE OWNED PROPERTY ONLY. IF THE STUDENT'S OWN, OR FAMILY'S, PERSONAL PROPERTY INSURANCE COVERAGE IS NOT SUFFICIENT, THE STUDENT IS ADVISED TO OBTAIN APPROPRIATE COVERAGE.**

**e. Code of Conduct**

The use of residence hall facilities is limited to resident students and their authorized visitors or guests and is conditioned upon the student and their guests' compliance with State and Federal laws and College regulations. All persons signing this Agreement (as well as guests at the residence halls and campus) are required to comply with all policies, rules, and regulations as described in the "Curry College Student Handbook" and with all other policies, rules or requirements which may be determined at any time by the College in its sole discretion. The failure of any person to abide by any of the College's rules and regulations and policies may result in disciplinary action to the student, including suspension or expulsion from the residence hall and/or the College, and removal from campus, entry of a no trespass notice against a non-complying guest, and potential other legal action against the guest.

**f. Health & Safety**

For the maintenance of necessary standards of health and safety, the following are strictly prohibited in and around College operated residence rooms and halls: (1) electric appliances with exposed heating elements and/or designed for the preparation of food (including, but not limited to, hot plates, immersion heaters, indoor/outdoor grills and toaster ovens); (2) refrigerators that exceed a capacity of 4.5 cubic feet and outside dimensions of more than 48 inches in length or width; (3) firearms, weapons, firecrackers, explosives, harmful chemicals; (4) waterbeds; (5) aerials or other such equipment outside of the confines of the resident's assigned room; (6) decorative lights except as outlined in the Curry College Student Handbook (available on-line); (7) internal combustion engines within the residence halls; (8) open flame and/or lighted objects such as candles, incense, and kerosene lamps, etc., (9) Lofts and/or bars; (10) halogen lamps; (11) microwave ovens are allowed, but cannot exceed .5 cubic feet or 575 watts; (12) humidifiers or dehumidifiers; (13) air-conditioners; (14) space heaters or other such heating appliances; (15) window or door decorations; (16) affixing anything to fire safety equipment; (17) or anything prohibited within the Student Handbook.

**g. Inappropriate Use of Keys**

Under no circumstances should a student duplicate, loan or give their keys to another person. Students who are found duplicating any College key, or giving/loaning their keys to anyone, will be subject to disciplinary action.

**h. Email**

Each student living in the College residence halls will be assigned a College email address. College officials will use the email system to communicate to students. Students are required to check their email daily.

**i. Pets**

Non-carnivorous fish are the only pets allowed in the residence halls. They are to be kept in tanks that are ten (10) gallon tanks or less in size. Turtles, salamanders, and other such amphibians are not allowed.

**j. Cable Television**

From time to time, all residence hall rooms may be equipped with a jack for cable television access. If cable television access is provided, the cable fee will be incorporated in the housing fee.

**7. Board/Meal Plans**

All resident students are required to take and purchase a contract residential meal plan. A variety of meal plans will be offered to resident students. Returning resident students will be assigned the same meal plan they had during the previous semester. However, all new resident students to the College will be assigned the 17-meal plan. It is the student's responsibility to make any changes to their meal plan using the Curry Student Portal within the first two weeks of the semester. Decreasing a student's meal plan cannot be made after that time.

The meal plan may not be assigned or otherwise transferred and is only to be used by the student to whom the contract I.D. card is issued. Misuse of the meal plan may result in the student(s) being responsible to make additional payments for meals which have been taken inappropriately, and/or the student(s) being subject to disciplinary action.

The first meal served under this Agreement will be lunch on the first official day of classes and all meals thereafter shall be scheduled according to the Official College Calendar. No meals will be served during recess periods unless otherwise specified.

**8. Disability Related Accommodations**

If a student requires any disability related housing accommodations, please contact the Office of Disability Services at 617-333-2385 for assistance and further information.

**9. Room Inspection**

The College, through its Office of Residence Life & Housing and designees, unconditionally reserves the right to enter and inspect a student's room in the interest of health, safety, welfare, and/or the proper conduct of those who are in and/or have access to its residence halls, and in furtherance of the residence program and the operations of the College, and/or for damage assessment and/or repairs (with Buildings & Grounds) to secure the building prior to a vacation period, and to inspect for fire safety violations, or for other necessary reasons. The College reserves the right to take any necessary and appropriate action to protect the safety and well-being of the campus community. The enumeration in this Agreement of certain specific powers of the College is not intended to restrict in any way whatsoever the exercise of that right by the College.

## **10. Housing Deposit**

All residents are required to pay a non-refundable and non-transferable **\$300.00** housing deposit in order to reserve a bed in residence. This housing deposit is not refundable or transferable under any circumstances.

## **11. Room Assignments**

No student shall have an unconditional guarantee of assignment generally or to a specific building or room. The College will not discriminate on the basis of race, color, religion, creed, national origin, sexual orientation, or disability or any other category protected by applicable law in the assignment of rooms. In general, new students are assigned rooms in accordance with the dates their signed Room & Board Agreement and room preference materials are received by the Office of Residence Life & Housing.

Assignment of a room and/or receipt of keys does not constitute acceptance by the College of a student's residency status unless this agreement has been signed and all other tuition, registration, health, and other documents are in order. Any student that does not complete registration fails to comply with College policies or fails to provide necessary documentation or health forms or fails to register for a minimum of 12 credits at the College is not eligible for room assignment.

**Curry College reserves the right to reassign and maintain rooms at their assigned occupancy by filling vacancies and adjusting the occupancy of the rooms to their designed capacity at any time (including consolidations of rooms not fully occupied). Curry College also reserves the right to terminate this Agreement during the course of the year if, in the College's sole discretion, such reassignment or termination is necessary or advisable in the interest of student discipline, the health, safety, consolidation of resources, the conduct of its Residence Life program and/or the best interests of the College.**

If you have any questions, please contact a member of the Residence Life staff at 617-333-2252 or [reslife@curry.edu](mailto:reslife@curry.edu).