2017-2018 RESIDENCE HALL

CONTRACT GUIDEBOOK

Contract Terms and Information for you to consider prior to completing the University Housing Residence Hall Contract

#UWMHOME
**UNIVERSITY HOUSING CONTRACT**

**UNIVERSITY HOUSING CONTRACT KEY DATES**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
</tr>
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<tbody>
<tr>
<td>MAY 1</td>
<td>DEC 1</td>
</tr>
<tr>
<td>JUNE 1</td>
<td>DEC 1</td>
</tr>
<tr>
<td>DEC 23</td>
<td></td>
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<td>JUNE 9</td>
<td>JAN 5</td>
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<td>JULY TBA</td>
<td>JAN TBA</td>
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<tr>
<td>AUG 1</td>
<td>JAN 1</td>
</tr>
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<td>AUG 27</td>
<td>JAN 18</td>
</tr>
<tr>
<td>AUG 29-31</td>
<td></td>
</tr>
<tr>
<td>SEPT 5</td>
<td>JAN 22</td>
</tr>
<tr>
<td>SEPT 5</td>
<td>MAY 19</td>
</tr>
</tbody>
</table>

Deadline for contracts to be completed in order to be eligible for the first room assignment lottery. Contracts must be completed by 11:59PM to be part of the first lottery. Completing your contract by this day will give you the best statistical chance at being assigned to your preferred LLC, room type, or with your preferred roommate.

**First possible payment deadline of your housing deposit of $100 (“Deposit”).** Follow the deadlines as posted on your PAWS Account. Pay by mail, e-check, mastercard, or American Express. Visit [www.PAWS.uwm.edu](http://www.PAWS.uwm.edu) to access deadlines and payment methods.

Contracts must be canceled BEFORE this date, if students wish to recoup $50 of their $100 Deposit. Contracts canceled on or after this date will forfeit all $100 of the Contract Deposit regardless of the date when the contract was submitted.

Last day for residents to reside in housing if they plan on leaving UWM at the end of fall semester. Please notify University Housing as soon as possible if you know you are not returning for spring semester.

The first batch of assignment (for those who completed their contracts by the priority deadline) are typically released via the MyHousing website after 12 p.m. (noon) on the Friday of the first full week of the month. **Students use their MyHousing account to access their room and roommate assignment, as well as their move-in appointment.**

**Fall Entry:** a move-in guide with a Fall Welcome event calendar, description of available amenities and services, and instruction for move-in day, will be provided to each student with a completed contract. A PDF copy of the move-in guide will also be available online at [www.uwm.edu/housing](http://www.uwm.edu/housing).

**Spring Entry:** move-in information will be emailed to each student.

Deadline for Early Arrival Applications to be submitted (for those students required to be on campus prior to their otherwise assigned move-in time). The earliest approved early arrival date is August 20/January 15. **Early Arrival Applications received after this date may be denied without review.**

Deadline for Contract Cancellation for non-early arrivals. If your Assigned Entry Date is **on or before August 27/January 18**, you must submit a contract cancellation at least 24 hours prior to your Assigned Entry Date.

Semester I and Semester II Move-In Dates. For Semester I move-ins, please refer to your MyHousing ([www.uwm.edu/myhousing](http://www.uwm.edu/myhousing)) portal for your specific Assigned Entry Date.

Expected due date for 100% of Room and Meal Plan Charges for the semester. **Official date is not known at the time of this printing. Always consult PAWS for your specific payment due dates.**

**First day of class**

Last day of housing contract. All residents must vacate no later than 6:00pm.
WELCOME HOME!

Congratulations on your plans to attend the University of Wisconsin-Milwaukee! We are excited that University Housing could be called your home for the 2017-2018 academic year! Inside is your UWM University Housing Contract Guidebook, which contains a hard copy version of the contract you will sign and complete online. We strongly encourage you to review these legally binding terms carefully so you understand your responsibilities as a contract holder.

Freshmen Residency Requirement: As a reminder, the University of Wisconsin-Milwaukee requires all freshmen to live in University Housing residence halls, where availability allows, though some exemptions exist. For more information regarding the residency policy please refer to www.uwm.edu/housing/residency/.

Your access to the online contract (www.uwm.edu/myhousing) is now live for you to submit your 2017-2018 contract! Detailed instructions to access your online contract have already been emailed to you! Your contract access will be live through the date indicated within your emailed instructions. University Housing will email you a contract confirmation upon successful submission of your online contract. Your Deposit of $100, of which $50 is non-refundable, can take 3-5 business days to post to your PAWS account after your contract has been submitted online. This must be paid in full prior to registering for New Student Orientation (NSO).

Thank you for your interest in University Housing!

Kari Dawson, Assistant Director-Business Administration

A LETTER FROM FINANCIAL AID

Our staff is available to help take the challenge out of financing a college education and help you through the financial aid process. We are confident you will find UWM very affordable as you compare your out of pocket costs with other colleges. Please keep the following in mind:

File the FAFSA — The 2017-18 FAFSA has been available as of October 1, 2016. You will use 2015 tax information to complete it. This means you already have all the information you need to complete your FAFSA for next year. Apply online at www.fafsa.gov as soon after October 1st as possible—a number of financial aid programs have limited funds. List UWM’s school code (003896) and use the IRS Data Retrieval Tool.

Budget — The Financial Aid Office estimates your costs, but it is important for you to set up your own individual budget. Final tuition costs are not available until mid-to-late summer, but there is a lot of information available to you now. Do not wait until August to develop your financing plan. Look at prior semesters'/years' costs and use them as an estimate. Check out the UWM Total Cost Estimator—a GREAT tool found at www.uwm.edu/financialaid/estimating-total-cost/uwm-total-cost-estimator/.

Once you know your costs and how much you have from your personal resources (savings and income from work) as well as financial aid options, you should have some idea of how much you may still need in additional resources. Read about Parent PLUS Loans and Private Alternative Loans in the loan section of www.financialaid.uwm.edu.

Email and PAWS — Monitor your UWM email address and your PAWS account. We communicate with students via email throughout the calendar year and if you have missing documents, you can see what they are in your PAWS ‘To Do’ list. www.financialaid.uwm.edu -- Be sure to visit our website for important details on applying for aid and the types of aid available. You may also use our website to submit general questions using our “Ask the Panther” product.
TABLE OF CONTENTS

University Housing Key Dates ..............................................................................................................1
Welcome Home (Contract Access Instructions)/A Message from Financial Aid ......................................................2
Table of Contents/Contact Us ..................................................................................................................3
UWM Residence Hall Housing Contract .......................................................................................................4-16

A. Eligibility to Reside in Residence Halls .................................................................................................4
B. Freshman Residency Requirement .........................................................................................................4-5
C. Fees & Payments ......................................................................................................................................5-6
  Table: 2016-2017 Academic Year Room Rates .................................................................................5
  Table: 2017-2018 Contract Payment Deadlines ....................................................................................6
D. Contract Term & Dates of Occupancy ......................................................................................................6-7
E. Early Arrival ...............................................................................................................................................7

F. Cancellation of Contract ...........................................................................................................................8
  Table: 2017-2018 Contract Cancellation Deposit Forfeitures ................................................................8
G. Termination of Contract ............................................................................................................................9-10
H. Suspension of Contract ............................................................................................................................11
I. Vacating & Abandoned Property ............................................................................................................11
J. Damages .....................................................................................................................................................11
K. No Landlord Tenant Relationship ..........................................................................................................11
L. Liability & Insurance ..................................................................................................................................12
M. Financial Appeals .......................................................................................................................................12

N. Room Assignments & Room Changes .....................................................................................................13
O. Reasonable Accommodations .................................................................................................................14
P. Rules & Regulations ....................................................................................................................................14
Q. Proof of Vaccination & Hygiene ................................................................................................................14
R. Room Entry ..................................................................................................................................................14

S. Dining Services ..........................................................................................................................................15
  How does the plan work? .............................................................................................................................15
  Table: 2016-2017 Meal Plan Rates .......................................................................................................15
  Unused Points .............................................................................................................................................16
  Dietary Accommodations ..........................................................................................................................16
T. Gold Account .................................................................................................................................................16

Living Learning Communities .......................................................................................................................17
Community Profiles: Cambridge Commons, RiverView, Sandburg ...............................................................18

CONTACT US

Address: 3400 N. Maryland Avenue
          Sandburg Hall Room C100
          Milwaukee, WI 53211
Phone: (414) 229-4065
Fax: (414) 229-4127
Email: university-housing@uwm.edu
Website: uwm.edu/housing
Facebook: facebook.com/uwmuniversityhousing
Twitter: twitter.com/uwmreshalls
The University of Wisconsin-Milwaukee requires all freshmen to live in University Housing residence halls, where availability allows.

If you wish to live in UWM housing, you should read and complete the following online contract and submit the required $100 Deposit, $50 of which is non-refundable, by the deadline listed on your billing statement or posted on your PAWS account if you are a UWM student. A balance due of $100 will be posted to your PAWS account within three to five business days after UWM’s receipt of the online contract.

This contract will become legally binding once it has been submitted online regardless of whether the $100 Deposit has been paid or received.

Failure to read or understand the below contract does not excuse you from complying with the provisions contained in it. Further, failure to move into or use room does not alter your obligations under this Contract.

UWM RESIDENCE HALL HOUSING CONTRACT
The Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Milwaukee (“UWM”) and the UWM Real Estate Foundation, Inc., grant you a limited license to occupy the room assigned to you by University Housing in UWM’s Residence Halls (the “Residence Halls”), subject to the terms and conditions below.

A. ELIGIBILITY TO RESIDE IN RESIDENCE HALLS
To be eligible to reside in the Residence Halls, you must be:
1. Be an enrolled student at UWM by your Assigned Entry Date (defined in Section D) and registered for at least 6 credits, or
2. Otherwise determined eligible for residence in the Residence Halls by the Director of University Housing.

Notwithstanding the above, University Housing reserves the right to reject, cancel or terminate your housing contract if at any time you are registered for, or your credit load is reduced to, five credits or fewer. Please refer to Sections F and G for additional information on cancellation and termination fees.

Your eligibility status will be checked on August 1, 2017 for Semester I and January 1, 2018 for Semester II entries. If you are not enrolled as of August 1, 2017/January 1, 2018, University Housing reserves the right to administratively cancel your Contract due to ineligibility. You can provide proof of extenuating circumstance to university-housing@uwm.edu if you are not able to register for classes by those dates.

B. FRESHMAN RESIDENCY REQUIREMENT
UWM requires all freshmen to live in the Residence Halls, where availability allows. Some exemptions apply. If you wish to request an exemption from the Residency Requirement, you must submit an Exemption Request Form to University Housing. The priority deadline for requesting an exemptions is May 1, 2017 for Semester I and December 1, 2017 for Semester II (spring only entries).
All freshmen must do one of the following: (priority due date for contract completion is May 1)
1. Complete this online Contract and submit the required Deposit; or
2. Submit an Exemption Request Form with required supporting documentation.

If you are a freshman and fail to do one of these, you will be unable to register for New Student Orientation (NSO) and classes.

**If your exemption request is not granted you are required to live on campus.**

If you submit a Contract and later decide to request an exemption, you are required to submit a Residence Hall Contract Cancellation Form to University Housing along with your Exemption Request Form. Cancellation fees may apply as detailed below.

Contract Holders who submit a request for exemption on or after your assigned date of entry will not be granted. Ending your contract after this date will be considered a termination and termination fees will be applied as outlined in Section G.

C. FEES & PAYMENT

You agree to pay UWM all applicable housing and dining fees for the type of room assigned to you by University Housing and selected dining plan, as detailed in the 2017-2018 Rate Schedule. The room rates printed here are the rates for 2016-2017 academic year. Students should be prepared for a 2-4% increase from the 2016-2017 rates. The approved 2017-2018 Rate Schedule will be posted on the University Housing webpage (www.uwm.edu/housing) in Summer 2017 and applicable rates will be posted to your PAWS account.

### 2016-2017 ACADEMIC YEAR ROOM RATES

*The 2017-2018 rates are approved during June 2017 by the Board of Regents and will be posted online once approved.*

<table>
<thead>
<tr>
<th>Building</th>
<th>Room Type</th>
<th>Semester I Cost</th>
<th>Semester II Cost</th>
<th>Academic Year Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>Double</td>
<td>$3307</td>
<td>$3307</td>
<td>$6614</td>
</tr>
<tr>
<td></td>
<td>Double Upgrade</td>
<td>$3858</td>
<td>$3858</td>
<td>$7716</td>
</tr>
<tr>
<td>Commons</td>
<td>Single</td>
<td>$3485</td>
<td>$3485</td>
<td>$6970</td>
</tr>
<tr>
<td></td>
<td>Double</td>
<td>$2785</td>
<td>$2785</td>
<td>$5570</td>
</tr>
<tr>
<td>Purin Hall</td>
<td>Double</td>
<td>$3142</td>
<td>$3142</td>
<td>$6284</td>
</tr>
<tr>
<td>RiverView</td>
<td>Single</td>
<td>$3120</td>
<td>$3120</td>
<td>$6240</td>
</tr>
<tr>
<td></td>
<td>Double</td>
<td>$2640</td>
<td>$2640</td>
<td>$5280</td>
</tr>
<tr>
<td>Sandburg</td>
<td>Single</td>
<td>$2350</td>
<td>$2350</td>
<td>$4700</td>
</tr>
<tr>
<td>North,</td>
<td>Double</td>
<td>$3895</td>
<td>$3895</td>
<td>$7790</td>
</tr>
<tr>
<td>South &amp; West</td>
<td>Triple</td>
<td>$2980</td>
<td>$2980</td>
<td>$5960</td>
</tr>
<tr>
<td>Residence Hall Activity Fee**</td>
<td></td>
<td>$20</td>
<td>$20</td>
<td>$40</td>
</tr>
</tbody>
</table>

* $50 of your prepayment/deposit will be deducted from your Semester II charges
** Residence Hall Activity Fee is automatically added to the posted room charge each semester
Payments are due as follows:

### 2017-2018 CONTRACT PAYMENT DEADLINE TABLE

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1, 2017</td>
<td>$100 Deposit is due, unless you submitted your contract after April 15, 2017, in which case your Deposit is due within two weeks of contract submission.</td>
</tr>
<tr>
<td>September 5, 2017</td>
<td>100% of Fall 2017 University Housing &amp; Restaurant Operations Charges due</td>
</tr>
<tr>
<td>January 22, 2018</td>
<td>100% of Spring 2018 University Housing &amp; Restaurant Operations Charges due</td>
</tr>
</tbody>
</table>

*University Housing and Restaurant Operations fall and spring charges are due on the same date as tuition and fees. At the time of this publication final tuition payment due dates were not finalized. Please refer to your PAWS account for the final due date of your contract charges.*

An online Statement of Account will be available on your PAWS account; you may not receive a paper bill.

To view your Statement of Account navigate to the Finance Section on your Student Center page in PAWS. Click the link “View Billing Statement” to display your statement in PDF format. You may need to temporarily allow pop-ups in order for the statement to appear, and you will need Adobe Acrobat 7.0 or higher. (A link for a free download of Adobe Acrobat will display after clicking on View Billing Statement.) You can print this statement or save it as a file on your computer. If you plan to mail your payment to the UWM, you must print the statement and include the payment coupon from the statement with your payment.

General questions regarding charges in your PAWS account and their respective due dates may be directed to the Bursar Office at: (414) 229-4914 or bursar@uwm.edu. Specific questions regarding housing and/or meal plan charges may be directed to the University Housing Office at (414) 229-4065.

Your Deposit will be credited to your Semester II bill, less $50 and any other amounts withheld pursuant to this Contract.

**FOR NEW AND TRANSFER STUDENTS:** Your Deposit must be paid prior to registering for New Student Orientation.

Failure to make payment under this Contract may result in some or all of the following: a “hold” being placed on your PAWS account which could restrict your enrollment and receipt of records/transcripts; denial of room reassignment requests; termination/eviction; any other action permissible by applicable law and/or UWM policies and procedures (collectively, “UWM Policies”).

### D. CONTRACT TERM & DATES OF OCCUPANCY

This Contract is for the 2017-2018 Academic Year, and it becomes effective on the date it is submitted to University Housing.
Unless otherwise approved in writing by University Housing, your occupancy period begins on your assigned entry or move in date (“Assigned Entry Date”). You will be notified of your Assigned Entry Date via your MyHousing portal (www.uwm.edu/myhousing). For most residents, your Assigned Entry Date will be a specific date between August 29-August 31, 2017, for Semester I (Fall 2017) and January 20, 2018, for Semester II (Spring 2018); however, some residents may have a different date assigned to them, including an Approved Early Arrival Date (see Section E) if applicable.

Your occupancy period ends (your “Occupancy End Date”) on the earlier of:
   i. the date on which the Contract is terminated pursuant Section G below;
   ii. the date of your last final of Semester II; provided, however, that if you are graduating from UWM, you may request to remain in your room until 12:00pm on the applicable commencement day provided you notify University Housing, or
   iii. May 19, 2018 no later than 6:00pm.

Occupancy during official University recesses is permitted only with the approval of University Housing and in locations specified. Special rules may be in effect. Residents continuing in the same room from Semester I to Semester II are not required to remove belongings. Services (e.g. housekeeping and meals) may be reduced or suspended during recess periods.

E. EARLY ARRIVAL

If you are required to be on campus prior to August 29, 2017 for Semester I or January 20, 2018 for Semester II (each a “Semester Housing Start Date”), you may request early arrival in writing (an “Early Arrival Request”) by using the Early Arrival Request Form found on University Housing’s website at www.uwm.edu/housing.

The Early Arrival Request Form should be submitted to University Housing no later than August 1, 2017, for Semester I and January 1, 2018, for Semester II. Early Arrival Requests received after these dates may be denied without review. The start date for any approved Early Arrival Request shall be referred to as the “Approved Early Arrival Date.”

Please note that:
1. Requests should not be made for earlier than August 20, 2017 for the Semester I or January 15, 2018 for the Semester II;
2. University Housing may require/request additional documentation in support of your Early Arrival Request;
3. A temporary room may be assigned to you if your academic year room is not available for the requested dates;
4. You will be assessed a prorated fee for each day you requested to arrive prior to the relevant Semester Housing Start Date ($15 per night for student-employees or student-athletes contingent upon verification/ $35 per night for others); if you cancel or change your Early Arrival Request after it is approved, you will be assessed fees based on the earliest Approved Early Arrival Date; and
5. University Housing reserves the right to deny any Early Arrival Request for any reason.
F. CANCELLATION OF CONTRACT

1. You may cancel this Contract by completing a Contract Cancellation Request Form and submitting it to University Housing. Cancellation forms must be received by University Housing at least 24 hours before either your Assigned Entry Date or August 27, 2017 (Semester I) / January 18, 2018 (Semester II), whichever is first (the “Cancellation Deadline”). If later, the request will be processed as a Contract Termination as outlined in Section G.

2. University Housing may also cancel this contract without prior notice to you on or prior to the Cancellation Deadline in the event that you:
   a. have an overdue debt to UWM or University Housing and/or have a record of past failure to meet financial obligations to UWM;
   b. have experienced a change in contract eligibility (e.g., term change, reduction in enrollment to 5 credits or fewer, non-enrollment, cancellation with UWM, etc.);
   c. have failed to properly complete this Contract and/or submit required deposits/documents;
   d. have demonstrated by past or current behavior, an unwillingness or inability to fulfill the conditions of this Contract; or
   e. have demonstrated by past or current behavior that your presence in the Residence Halls may pose an unreasonable risk to yourself or others.

3. In the event of cancellation, fees will be determined as follows based upon when the Contract Cancellation Request Form was received by University Housing:

<table>
<thead>
<tr>
<th></th>
<th>Fall 2017-Semester I</th>
<th>Amount Withheld from $100 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to June 1, 2017</td>
<td></td>
<td>$50</td>
</tr>
<tr>
<td>June 1 through your applicable Cancellation Deadline</td>
<td></td>
<td>$100</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Contracts beginning Spring 2018-Semester II</th>
<th>Amount Withheld from $100 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to December 1, 2017</td>
<td></td>
<td>$50</td>
</tr>
<tr>
<td>December 1, 2017 through your applicable Cancellation Deadline</td>
<td></td>
<td>$100</td>
</tr>
</tbody>
</table>

You may cancel this Contract by completing a Contract Cancellation Request Form and submitting it to University Housing. Cancellation forms must be received by University Housing at least 24 hours before either your Assigned Entry Date or August 27, 2017 (Semester I) / January 18, 2018 (Semester II), whichever is first (the “Cancellation Deadline”). If later, the request will be processed as a Contract Termination as outlined in Section G.

4. **Special Circumstances:** If, prior to your Assigned Entry Date, you are denied admission to UWM for reasons outside of your control, or you are not able to attend school due to personal illness, family illness, or military obligations, you may be eligible for a refund of $50 of your Deposit in University Housing’s sole discretion; provided, however, that you notify University Housing as soon as possible and provide any requested documentation.
G. TERMINATION OF CONTRACT

1. If you wish to terminate the Contract after the applicable Cancellation Deadline has passed, you must submit a Termination of Housing Contract Request Form to University Housing and complete a Contract termination exit interview. You are responsible for providing proof of special circumstances warranting termination to University Housing. If, following an approved termination, University Housing determines that your reason(s) for terminating your Contract was or is no longer valid, your Contract will be reinstated and you will be responsible for all charges associated with this Contract.

   a. University Housing, in its sole discretion, may decide whether to grant termination of the Contract. Reasons that University Housing may approve termination include, but are not limited to, the following:
      i. graduation, as long as your requested Termination Date is the same or later than the posted graduation date;
      ii. assignment to a UWM-sponsored internship or other program which requires living outside of Milwaukee County;
      iii. withdrawal or transfer from UWM; or
      iv. called to active military duty.

   b. University Housing may also administratively initiate termination. Causes for administratively initiated termination include, but are not limited to:
      i. any/all of the reasons detailed in Section F(2) above;
      ii. inappropriate actions and/or behavior;
      iii. failure or refusal to maintain the assigned room in good condition;
      iv. failure to comply with UWM Policies; or
      v. ceasing to be a UWM student in good standing (e.g. academic dismissal).

   c. If University Housing approves your termination request and/or initiates termination, your termination date (the “Termination Date”) will be the date provided in University Housing’s notification/approval of termination. You must vacate the Residence Halls by the Termination Date. In the case of a serious violation of law and/or UWM Policies, or a reasonable belief that a threat exists, you may be required to vacate within 24 hours. In the event that you file an appeal, you must still vacate by the Termination Date. Any termination effective after November 24, 2017 for Semester I and April 20, 2018 for Semester II will be considered an “end of semester” termination and you will be responsible for full semester charges.

2. Termination Fees/Penalties

   a. If your termination request is APPROVED by University Housing and you vacate:
      i. Your room charges will be prorated through and including the later of (1) the Termination Date, or (2) the date on which all keys issued to you, if any, are returned and you have vacated the premises (the “Effective Termination Date”);
ii. You will forfeit your $100 Deposit;
iii. You will be charged a $200 termination penalty;
   1. If you are a December graduate, the $200 termination penalty fee will be waived if you are in accordance with Section G(1)(a)(i) above.
iv. Your meal plan administrative fee will be prorated through and including the Effective Termination Date;
v. You will be credited any unused meal plan points minus a $10 administrative processing fee; and
vi. You will be billed any applicable room and common area damage charges.
b. If University Housing administratively terminates your Contract, or if your termination request is NOT APPROVED by University Housing, and you vacate:
   i. You will be billed 100% for room charges through and including the Effective Termination Date and 85% of room charges for the remaining duration of the contract;
   ii. You will forfeit your $100 Deposit;
   iii. Your will be billed 100% of your meal plan administrative fee through and including the Effective Termination Date and 85% of the meal plan administrative fee for the duration of the contract;
   iv. You will be credited any unused meal plan points minus a $10 administrative processing fee; and
   v. You will be billed any applicable room and common area damage charges.
c. Termination requests submitted between August 29-August 31, 2017 will be processed as an approved termination (subject to a granted UWM Residency Requirement Exemption Request) and fees will apply as detailed in Section(G)(2)(a), in addition to the following:
   i. You will be charged a $75 cleaning fee if you picked up the assigned room key(s);
   ii. You will be charged for one day if you check-in and out the same day.

If your contract is terminated by University Housing due to inappropriate actions and/or behavior, charges will apply as detailed in Section (G)(2)(b).

3. Failure to occupy/use assigned room
   a. You are liable for charges from your contract submission date until your Contract is terminated pursuant to the terms set forth in Section (G)(1) above, whether or not you are actually in residence or otherwise physically occupy the room. Failure to use an assigned room does not constitute a change in Contract status or alter your financial obligations in any way.
H. SUSPENSION OF CONTRACT
You are not entitled to a reduction in amounts owed pursuant to this Contract for absences due to extended leaves (e.g. hospital stay, vacations). If you fail to use your Panther Card for an extended time because of serious illness, your plan can be adjusted to a plan of lesser value by submitting the Contract Change Form to University Housing. Additional documentation may be required.

University Housing reserves the right to temporarily suspend this Contract without notice in the event of an emergency which would render the Residence Halls unsafe to persons or property. If such an event lasts more than three days, you will be refunded a prorated amount for the period that occupancy was denied. In the event that your occupancy is suspended due to your violation of law and/or UWM Policies, you will not be entitled to any refund for the period occupancy was denied.

Restaurant Operations may suspend operations or change the location of its operations as a result of an emergency or during any recess period.

I. VACATING & ABANDONED PROPERTY
When vacating your Residence Hall room, you must follow the written instructions provided to you (a copy is available at www.uwm.edu/housing/policies/mid-contract-termination/termination-checklist/). This includes returning your keys as designated, removing personally owned or rented furniture and equipment, waste and debris, and leaving the room in an acceptable, clean condition with all furnishings intact. A room inspection by University Housing will serve as the basis for check-out charges or refunds. You will be assessed a service charge if additional housekeeping and/or removal of belongings is required. Any property left in the Residence Halls after the Occupancy End Date will be removed. If not claimed within 15 calendar days after the Occupancy End Date, it will be considered abandoned and will be disposed of accordingly.

J. DAMAGES
You agree to pay for any damages to the Residence Halls, including for fire, damaged or missing furniture, lost property, or service costs caused by your negligent, intentional or reckless actions and those of your guests. Where two or more residents occupy the same room and responsibility for damage or loss cannot be ascertained by University Housing, the cost of damage or loss will be divided and assessed equally between or among the residents of the room. University Housing reserves the right to assess common area damage among residents of any room/floor/community and/or building.

K. NO LANDLORD TENANT RELATIONSHIP
This Contract pertains to dwelling units operated by the UWM whose occupancy is incidental to the provision of educational services. Occupancy is contingent on concurrent enrollment and good standing at UWM. This Contract only grants a limited and restricted license to occupy a dwelling unit and is not subject to any of the provisions of Wisconsin Statutes Chapter 704 or Wisconsin Administrative Code Chapter ATCP 134.
L. LIABILITY & INSURANCE

UWM, the UWM Real Estate Foundation, Inc., and their officers, employees, and agents (collectively, the “Covered Parties”) will not provide reimbursement for you or your guests’ personal property resulting from loss, theft, water damage, vandalism, or any other perils, unless damage results from the acts, omissions, or negligence of a specific University employee.

You agree to hold harmless the Covered Parties from any and all liability, including claims, demands, costs, damages, and expenses of every kind and description (including death) for damages sustained by you or others as a result of your acts or omissions, including those that relate to changes or modifications made by you to your room or furnishings such as bookshelves, partitions, or other structures. This means that you are financially responsible for injury to another party, or damage to their property, as a result of any equipment or items you have constructed, created or purchased, and that you will pay any resulting claims on behalf of the Covered Parties. You also further agree to accept all such responsibility for your guests and will accompany your guests each time they visit any UWM Residence Hall.

In light of the above, it is recommended that you have sufficient homeowner’s and/or renter’s insurance in place.

M. FINANCIAL APPEALS

If you believe that you were charged incorrectly, you should contact University Housing immediately to discuss the matter. If the matter remains unresolved, you may file an appeal with the Financial Appeals Committee (see www.uwm.edu/housing for details on the appeal process). You have 120 days to file a financial appeal from (i) the date the disputed charge was posted to your UWM PAWS account (if you are a UWM student) or (ii) the date of the University Housing invoice you are disputing (if you are not a UWM student). Appeals for charges older than 120 days will not be reviewed except as required by law.
N. ROOM ASSIGNMENTS & ROOM CHANGES

Your Contract is for a room as assigned by University Housing in its sole discretion, not for a particular requested room or building. Residents are randomly assigned to a room, factoring in indicated preferences. Failure to rate any preferences will result in a room assignment based on availability. Preference for a Living Learning Community (LLC) will supersede any other indicated preference.

Roommate preferences must be by mutual request, be for identical room type (including LLCs), and must be submitted to University Housing by May 1, 2017, for Semester I and by December 1, 2017, for Semester II. Requests after these dates may not be honored. Suiitemates preferences will not be accepted. Failure by University Housing to grant your assignment preference does not void this Contract.

University Housing does not discriminate in room assignments or any other decisions on the basis of age, ancestry, arrest or conviction record, color, disability, gender identity/expression, veteran status, marital status, national origin, pregnancy, political affiliation, race, religion, sex, or sexual orientation.

You are required to complete a “My Emergency Contacts” form via your MyHousing account prior to your Assigned Entry Date.

At the discretion of University Housing, some rooms may be assigned over their stated occupancy. University Housing also reserves the right to consolidate room assignments based on vacancies.

University Housing reserves the right to change room assignments, to assign roommates, and to consolidate room assignments based on vacancies, at any time in its sole discretion.

Semester I entries may have an opportunity to request an assignment change once assigned. For more details and dates please refer to www.uwm.edu/housing/room-assignments/assignment-change-request.

After the Summer Room Change process has closed, students will have to wait to request a room change until after the move-in period. You may request a room change after the first three weeks (September 18, 2017) of the Semester I and the first two weeks of the Semester II (February 5, 2018), subject to approval by University Housing. A room freeze will also be in effect between Semester I Study Day (December 15, 2017) and Semester II (February 5, 2018) to accommodate new Semester II arrivals. You may not change rooms at any time without prior written approval from University Housing. Unauthorized room changes and/or failure to change rooms at a designated time may result in you being required to move back to your authorized assignment, a service charge of $75, and/or disciplinary action.
O. REASONABLE ACCOMMODATIONS
Residents with disabilities who seek accommodations or modifications to a Residence Hall space (e.g. an accessible shower stall, doorbell with flasher) and/or UWM Policies must notify University Housing by submitting the Housing Accommodation Request Form with supporting documentation. Housing requests that you submit accommodation requests by August 1 for Semester I and January 1 for Semester II in order to maximize the availability of the requested accommodation.

P. RULES AND REGULATIONS
You, your guests (if applicable), and any other guests are required to observe all applicable laws and UWM Policies.

Q. PROOF OF VACCINATION & HYGIENE
Wisconsin law [sec. 36.25(46)] requires students who reside in the Residence Halls to affirm that they have received vaccination against meningococcal disease and hepatitis B, and to provide the dates of vaccination, if any.

While living in the Residence Halls, you are responsible for your own self-care including appropriate personal hygiene, physical and mental health, management of medical conditions or illnesses, and other personal needs. You are expected to utilize the various resources available to you to provide this care for yourself. If you are unable to meet these self-care expectations and/or you cause harm to yourself or others, you may be asked to adhere to an action plan and/or vacate the Residence Halls.

R. ROOM ENTRY
Authorized personnel may enter your room for serious life- or health-threatening emergencies at any time, including over recesses. Authorized personnel may enter your room to perform requested, preventive, prescheduled, or emergency maintenance, to assess for any damages after you have vacated, or, in the absence of occupants of the room, to silence a disruptive noise. When possible, advance notice of room entry will be given. University Housing employees are required to report any violations of this Contract, applicable law and/or UWM Policies, they observe when in your room.

Property can be seized and removed from your room when it constitutes an imminent danger or when its presence is in violation of the law or the Resident Handbook, when it is University-owned property, or when staff have evidence that an unauthorized pet is in the room. Law enforcement officers may enter your room and seize your property as permissible by law.
Every resident is required to participate in the meal program with the exception of residents in Purin Hall, Cambridge Commons upgraded suites, and Sandburg’s East Tower. Any resident not required to participate in the meal program may still choose to do so. Cambridge Commons upgraded suite and Sandburg East Tower residents are required to pay an administrative fee to cover facility use regardless of whether they have a meal plan. If you select a meal plan level that does not meet the criteria of your housing assignment, you will be assigned to the default Level 2 plan.

1. HOW DOES THE PLAN WORK?

The fees paid by each resident to Restaurant Operations include an administrative fee, assessed each semester, to cover basic costs such as rent, utilities, basic staff levels, and services required to provide a full cafeteria operation and other common facilities in Cambridge Commons, Riverview, and Sandburg. Every dollar paid above that amount is added to the resident’s Panther Card as points to be spent at Restaurant Operations’ units across campus. You will realize the greatest value from account dollars when eating in Residence Halls Dining Units: all Cafes and Palm Gardens. You are entitled to purchase as much as you wish at those units at a 50% discount from cash or gold card prices (with some exceptions).

Meals are a la carte, and you may purchase as much or as little as you wish, paying only for the items you select at each meal. Points on your card may be used at other campus Restaurant Operations locations at regular prices. As a Resident Account card holder, you do not pay sales tax on any UWM food purchases.

### 2016-2017 MEAL PLAN RATES

*The 2017-2018 rates are approved during June 2016 by the BOR and will be posted online once approved.*

<table>
<thead>
<tr>
<th>Meal Plan Level</th>
<th>Semester Cost</th>
<th>Academic Year Cost</th>
<th>Plan Breakdown per Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Premium Level 3</td>
<td>$2353</td>
<td>$4706</td>
<td>$1527 Plan Points + $826 Admin Fee</td>
</tr>
<tr>
<td>Standard Level 2</td>
<td>$2003</td>
<td>$4006</td>
<td>$1177 Plan Points + $826 Admin Fee</td>
</tr>
<tr>
<td>Value Level 1</td>
<td>$1652</td>
<td>$3304</td>
<td>$826 Plan Points + $826 Admin Fee</td>
</tr>
<tr>
<td>Admin Fee</td>
<td>$826</td>
<td>$1652</td>
<td>$826 Admin Fee</td>
</tr>
</tbody>
</table>

The Standard Plan (Level 2) is the default level if a meal plan is not selected, or if assigned to a building that requires a meal plan and you selected “No Plan” in the contract process.

Residents of Cambridge Commons Upgrades and Sandburg East Tower suites are required to pay the administrative fee to cover facility use, even if “No Plan” was selected in the contract process.
2. UNUSED POINTS
When you select your level of participation at the beginning of the year, you are selecting for the entire academic year. Your account will be credited half of the annual amount each semester. This helps most residents budget their meal plan dollars. Any points not used Semester I will automatically be carried over to Semester II. Residents may monitor their points usage by logging on to www.uwm.edu/panthercard. You may reduce your meal plan by submitting a Contract Change Form to University Housing.

Unused meal plan point refunds are processed in late June, less a $10 administrative processing fee. If you have an outstanding balance with UWM, your meal plan points refund, if any, will first be applied to cover any outstanding UWM charges and then any remaining balance will be refunded. Refunds are provided the same way payment was made.

3. DIETARY ACCOMMODATIONS
Restaurant Operations works to ensure that dietary needs are met. If you require any special dietary accommodations or have questions related to dining options please contact Brian Vetter, bvetter@uwm.edu or (414) 229-2525. Restaurant Operation’s information can also be found online at www.uwm.edu/dining/. If you require specific dietary accommodations (e.g. for medical reasons or cultural considerations), please submit the Food Allergy & Special Dietary Needs Request form to Restaurant Operations. This form can be found online at: www.uwm.edu/dining/dietary-info/food-allergy-special-dietary-form/, and we ask that the form be submitted 3 weeks prior to the first day of classes in order to allow Restaurant Operations sufficient time to meet your dietary needs.

T. GOLD ACCOUNT
The Gold Account is a separate account from your residential meal plan, which is attached to your UWM Panther Student ID Card. Gold funds can be used for non-dining service purchases (i.e. vending, laundry, Panther Shop). This account is optional and is activated by submitting the Gold Account Contract to the Panther Card Office (Union 143). Deposits can be made at the Panther Card Office (Union 143), www.uwm.edu/panthercard, or through a Cash Value Center (CVC) in the laundry room of the Residence Halls. Gold Account is the only method payment for University Housing Laundry Facilities.
**LIVING LEARNING COMMUNITIES**

An LLC is a group of students with a common interest or major that live on the same floor and take at least one class together. They are assigned a Resident Assistant and/or a Student Success Mentor with a similar major or interest. LLCs exist in Cambridge Commons, Purin, RiverView and Sandburg Halls.

LLC activities and classes occur throughout the year. You have access to personalized field trips, events, lectures and networking opportunities with faculty & staff, in addition to a smaller class size and individual attention.

- Meet students with similar interests
- Get involved on campus and gain leadership experience
- Meet a diverse group of students
- Get to know faculty and staff outside of the classroom
- Join study groups, access additional tutoring and supplemental instruction
- Increased service learning and volunteer opportunities

Email: UWMLLC@uwm.edu
Phone: (414) 229-5385

2017-2018 LLC OFFERINGS

**CAMBRIDGE COMMONS**
- Architecture Sustainability (First-Year Students)
- Art and Design
- Local to Global

**PURIN HALL**
- Panther Military, Veterans, and ROTC

**RIVERVIEW RESIDENCE HALL**
- Film, Video, Animation and New Genres
- Journalism, Advertising, and Media Studies
- Local Hosts (Web and App Development)

**SANDBURG HALL**
- American Sign Language
- Architecture Design (Upper-Level Students)
- Business Panthers
- Career Quest
- Education Leadership
- Engineering House for CEAS Majors
- Health Professions
- Honors House
- HH2: Honors House for Returners
- MKE Scholars
- Performing Arts (Music/Dance/Theatre)
- Social Justice, Diversity & Pride
- Transfer Community
- U1.0: I’m First (First in My Family)
AT A GLANCE ...

Built: 2010
Population: 700 residents (75% first-year)
Location: North Avenue & Cambridge Avenue (adjacent to Milwaukee River)
Named For: Cambridge Avenue which runs in front of building
Notable: LEED Gold Certified (first residence hall in Wisconsin, and one of only 32 nationwide with that distinction).
Building Amenities: Cafeteria, Restor & More Convenience Store, 24-hour service desk, computer lab, Mac Media Lab, music practice rooms with recording equipment, outdoor patio and courtyard, fitness room, underground parking.
Suite Amenities: Large rooms, walk-through closets, air conditioning, sink/vanity separate from bathroom, full-size refrigerator. Upgraded suites include: furnished kitchen and living rooms.

AT A GLANCE ...

Built: 2008
Population: 475 residents (90% first-year)
Location: North Avenue & Commerce Street (adjacent to Milwaukee River)
Named For: Gorgeous views of Milwaukee River basin.
Notable: Highest concentration of first-year students of any UWM Residence Hall. Quick and easy access to Oak Leaf Recreation Trail.
Building Amenities: Cafeteria, Restor & More Convenience Store, 24-hour service desk, computer lab, floor lounges with river views, study rooms on each floor, outdoor patio, fitness room and underground parking.
Suite Amenities: Large rooms, walk-through closets, air conditioning, sink/vanity separate from bathroom.

AT A GLANCE ...

Built: 1970 (North, South and West) and 2001 (East)
Population: 2800 residents (70% first-year)
Location: Maryland Avenue & Newport Street
Named For: Pulitzer Prize winner Carl Sandburg, who, in the early 1900s, lived six blocks west of what is now the UWM Kenwood campus.
Building Amenities: Cafeteria, Emporium Convenience Store, Grind Coffee Shop, Palm Gardens late-night restaurant, 24-hour service desk, computer lab, Flicks Movie Theater, centralized floor lounges, fitness room, limited garage parking.
Suite Amenities: Varied floor plans, closet organization systems, full bathroom, city/lake/campus views. East Tower Only: Kitchen furnished with refrigerator, microwave and stove, A/C.