

APPLICATION FOR OFF-CAMPUS LIVING

Academic Year 2009-2010

Applications will be available **Monday, January 26, 2009** and are **due back** to the Housing Office by **Tuesday, February 3rd at 4:30 p.m.** Notification of permission to live off-campus will be provided to the groups selected on **Thursday, February 5, 2009 at Noon.** Final contracts are due in the Housing Office no later than **Friday, February 13, 2009.**

IF YOU DO NOT RETURN A SIGNED HOUSING CONTRACT BY THE DEADLINE, YOU WILL NOT HAVE APPROVAL TO RESIDE OFF-CAMPUS. PROXIES MAY SIGN FOR THE STUDENT THEY ARE REPRESENTING.

- The rebate for the 2009-10 academic year is tentatively \$2,900.00 for housing and \$2,900.00 for meals. Your rebate will show as a credit on your bill.
- Meal plans can be changed until Friday, September 11, 2009. If you are a proxy, please communicate this to the student you are representing. We will not make exceptions to this deadline.
- You must provide the Housing Office with your local address and phone number as soon as possible; and no later than September 11, 2009.
- When permission is granted for off-campus living, a contract is to be completed by the applicant. This contract must be on file in the Housing Office before this process can be considered complete. If this is not done, the student will be placed in on-campus housing through the summer placement or mid-year placement procedure. In addition, your off-campus spot will be given to a student on the off-campus wait list.
- Approved students who sign the Off-Campus Contract with the Housing Office **will not** be allowed to participate in the on-campus housing lottery. Involvement in the housing lottery will immediately nullify the student's off-campus application and /or contract.
- The maximum number of **students** given permission to live off-campus is 125. Multiple students can enter the lottery under one lottery number.
- Students not receiving permission to live off-campus will be put on a waiting list, and will be notified as space becomes available. Waitlisted students should still go through the on-campus room selection process.
- It should be understood that when a student receives permission to live off-campus, she/he is expected to provide his or her own housing for the entire academic year.
- Off-campus status is not reactivated each academic year. Students must submit applications for each year they wish to be considered for off-campus living.

Off-Campus Complaint Policy

The college maintains a progressive disciplinary response for students residing off-campus whose actions or whose guests' actions prompt a law enforcement agent or Bates Security Officer to respond to the residence as a follow-up to a complaint or after observing illegal activity. This system provides for one warning to be issued by the Dean's Office. A second incident will prompt a disciplinary review that may result in the College rescinding a student's off-campus contract that extends the privilege to reside outside of college housing. Depending on the severity of the incident we reserve the right to go to a higher warning level.

Circumstances that result in warnings being issued include, but are not limited to, the following:

1. Police action initiated by a complaint filed by a neighbor who leaves his or her name
2. Police action initiated by a complaint filed anonymously, if the law enforcement officer verifies to Bates Security that the level of noise coming from the residence was causing a disturbance and/or a summons was issued to a resident of the house or a guest.
3. A law enforcement agency acting independently of any complaint, if a resident of the house or a guest is summonsed by a law enforcement officer for unlawful conduct.
4. In the case of Bates Security acting independently of a complaint, a warning will be issued if the incident report indicates that the party was causing a disturbance to the surrounding neighborhood or if there is a case of major student misconduct at the off-campus residence.