

During the Summer, 2010; Fall, 2010; or Spring, 2011 will you be:

I. Receiving financial assistance from any of the following sources:

Veterans benefits	<input type="checkbox"/> No <input type="checkbox"/> Yes	Summer, 2010 \$ _____	Fall, 2010 \$ _____	Spring, 2011 \$ _____
Job Training	<input type="checkbox"/> No <input type="checkbox"/> Yes	Summer, 2010 \$ _____	Fall, 2010 \$ _____	Spring, 2011 \$ _____
Vocational Rehab.	<input type="checkbox"/> No <input type="checkbox"/> Yes	Summer, 2010 \$ _____	Fall, 2010 \$ _____	Spring, 2011 \$ _____
Private Scholarships	<input type="checkbox"/> No <input type="checkbox"/> Yes	Summer, 2010 \$ _____	Fall, 2010 \$ _____	Spring, 2011 \$ _____

Name(s) and amount(s) of private scholarship(s) _____

Other No Yes Source and amount _____

II. Pursuing a course of study under the direction of a religious community, society or order? _____
 No Yes. If yes, explain. _____

III. Receiving financial assistance from a religious community, society, or order? No Yes. If yes, explain. _____

Will you enroll in another college or university during any of the following semesters?
 (If "Yes", indicate the name of the school)

Summer, 2010	<input type="checkbox"/> No <input type="checkbox"/> Yes	Name of Institution _____
Fall, 2010	<input type="checkbox"/> No <input type="checkbox"/> Yes	Name of Institution _____
Spring, 2011	<input type="checkbox"/> No <input type="checkbox"/> Yes	Name of Institution _____

BACKGROUND INFORMATION:

SPOUSE'S NAME: _____

PARENTS' NAME, ADDRESS, AND PHONE NUMBER:
 (for reference only)

In accordance with Leg. House Bill 1922, an individual is entitled to request to: be informed about the information collected about them; receive and review their information; and correct any incorrect information.
 Disclosure of your social security number is required in order to determine aid eligibility at Texas Woman's University. Your social security number will be used as a unique number to identify you. Any further disclosure of your social security number will be governed by the Public Information Act (Chapter 552 of the Texas Government Code).

CERTIFICATION:

I affirm the following statements:

- I understand that in order to receive financial assistance from Texas Woman's University, **I must maintain satisfactory academic** progress in the course of study I am pursuing according to the standards of the University. I have read and understand the Satisfactory Academic Progress Standards which are printed in the Texas Woman's University Financial Aid Information Bulletin and the Texas Woman's University General Catalog.
- I understand that, in accordance with federal guidelines, **if I receive additional scholarship funds or other financial assistance, this may cause my financial aid to be adjusted. If I have received my financial aid award, I may be required to repay part or all of the financial aid award received.**
- I understand that the tuition and fees amount used in calculating my financial aid will be adjusted downward if I enroll for less than full time. I understand that **enrollment of twelve semester hours is considered full-time for undergraduate students and enrollment of nine semester hours is considered full-time for graduate students.**
- I understand that if I apply for a Federal Stafford Student Loan* or a Federal Parent Loan and fail to enroll for any semester covered by the loan, the remaining disbursements of the loan will be cancelled. I understand that I will be required to reapply for semesters remaining in the loan period in which I subsequently enroll.
- I understand that I may not receive Federal Stafford Student Loan* funds designated for summer enrollment until I have enrolled for at least six semester hours in summer (example: If I enroll for 3 hours Summer I and 3 hours Summer II, I cannot receive loan funds until Summer II).
- I understand that if I am awarded a student loan (other than a Federal Parent Loan for Undergraduate Students), **I must complete a debt management/loan counseling session** if I have not previously done so at TWU, before I can receive the funds.
- I understand that if I am awarded a student loan as part of my award package, I am not required to accept the loan and I can decline or reduce the amount awarded.
- I understand that funds are limited for scholarships, grants, Federal Perkins Loan, Nursing Student Loan, and College Access Loan.
- I authorize Texas Woman's University to deduct from my financial aid any charges incurred by me for tuition and fees, on-campus room and**

board, health services, emergency loans and returned checks, and other university charges.

- I certify that I will use any money I receive under a federally assisted loan, grant, or work-study program only for expenses related to my attendance at Texas Woman's University. I authorize Texas Woman's University to credit my student account with financial aid funds for which I am eligible. I understand that I am responsible for repayment of a prorated amount of any portion of payments made to me that cannot be reasonably attributed to meeting educational expenses at Texas Woman's University (example: Dropping courses or withdrawing from the University). The amount of such repayment will be determined on the basis of criteria set forth by the U.S. Secretary of Education.
- I certify that I do not owe a refund on a Nursing Student Loan obtained for attendance at any institution.
- I certify that I am not required to be registered with Selective Service because (check one reason):
 - I am a female.
 - I am in the U.S. Armed Services on active duty. (NOTE: Members of the Reserves and National Guard are not considered active duty.)
 - I have not reached my 18th birthday.
 - I was born before 1960.
 - I am a permanent resident of the Federated States of Micronesia, Marshall Islands, or Republic of Palau.
 - I certify that I am registered with Selective Service. [A photocopy of Registration Acknowledgement Letter (SSS Form 3A or 3AS) must be submitted to the Financial Aid Office.]
- I certify that, as a condition of receiving Federal Pell Grant, Federal Stafford Student Loan or any other financial aid, I will not engage in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance during the period covered by my Federal Pell Grant, Federal Stafford Student Loan or any other financial aid.
- I certify that all information given in this application is true and correct and that I have read and understand all items set for in this certification and the 2009-2010 Financial Aid Information Bulletin.

*Subsidized and/or Unsubsidized

 Student Signature

 Date

Contract for UNIVERSITY HOUSING AND FOOD SERVICE

Department of University Housing ♦ Texas Woman's University
 336 Jones Hall ♦ P.O. Box 425380 ♦ Denton, TX 76204-5380 ♦ (940) 898-3676
 E-mail: Housing@twu.edu ♦ www.twu.edu/housing
 Apply on-line at www.twu.edu/housing

Please complete all information and attach a check or money order for \$125 (\$25 non-refundable housing application/contract fee; and \$100 deposit). Make check payable to Texas Woman's University or, if paying by credit card, complete section 4 below. Return the top portion of this application/contract and applicable fees to the TWU Housing Office at the address shown above.

**DO NOT SEND CASH. DO NOT SEND WITH APPLICATION FOR ADMISSION.
 THIS APPLICATION CONTAINS CONTRACT INFORMATION.**

WHEN YOU SIGN THIS APPLICATION/CONTRACT, YOU ARE SIGNING A LEGALLY BINDING DOCUMENT.

■ 1. Name and Social Security Number

(Please print clearly)

Last Name _____

First Name _____ Middle Name _____

TWU ID Number or Social Security Number _____

■ 2. Mailing Address and Personal Data

Street _____

City _____ State _____ Zip Code _____

(_____) Telephone Number _____

Email Address _____

Birth Date: _____ / _____ / _____
 Month Day Year

email: _____

Mailing Address and Personal Data, cont.

- Please check: Female Male Smoker Non-smoker
- Classification: Freshman Sophomore Junior Senior Graduate Student

■ 3. Contract Period (Check only ONE and indicate year.)

- Fall & Spring 20____ Summer I & II 20____
 Fall Semester ONLY 20____ Summer I ONLY 20____
 Spring Semester ONLY 20____ Summer II ONLY 20____

■ 4. Payment by Credit Card MasterCard VISA

Card Number _____ Exp. Date _____

Print Cardholder's Name as it appears on Card _____

Cardholder's Signature _____

■ 5. In Case of Emergency, Contact:

First Name _____ Last Name _____

(_____) Telephone Number _____

Relationship _____

■ 6. Missing Persons Contact:

First Name _____ Last Name _____

(_____) Telephone Number _____

Relationship _____ (Application/contract continued on back.)

Terms and Conditions of the Contract Please separate and keep this portion for your records.

1. Eligibility: Residents must be admitted students who are currently enrolled and registered for at least nine (9) credit hours at Texas Woman's University. Acceptance of this contract by the University DOES NOT constitute a commitment of admission to the University.

2. Period of Contract: This contract covers a minimum of one semester or one summer session up to the maximum of the full academic year consisting of Fall and Spring semesters or the Summer I, II, or III sessions. The student and her/his parent, guardian, or other guarantor, if required, agrees that if the student attends Texas Woman's University, she/he will live in University residence halls during the entire period of the contract or that portion of the contract period which remains after her/his enrollment.

3. Consideration of the Contract: Residence hall contracts are issued with the assumption that the student has been accepted for admission to and enrolled at the University. If the student fails to enroll she/he must give advance notice of residence hall cancellation as outlined below.

4. Period of Occupancy: The student may occupy an assigned space beginning the day the residence hall opens unless otherwise specified (see University Calendar for dates and times). Failure to occupy the space by 9 P.M. on the first day of classes could result in assignment of the space to another student. Every effort will be made to hold the original assignment if the Department of University Housing Assignment Office is notified in writing of the delayed arrival. It may be necessary on occasion to assign the late student to other University housing accommodations. Non-graduating students may remain in the halls at the end of the semester for twelve hours after their last scheduled examination or until 10 A.M. the day after the last officially scheduled examination per the official University Calendar, whichever comes earlier. Room accommodations will be provided for graduating students until immediately following graduation exercises. Occupancy of the space must terminate with completion of the contract.

5. Application/Contract Fee, Deposit and Rent Payments: A. A \$25 nonrefundable application/contract fee along with a \$100 room deposit must be on file for each student reapplying for University Housing. B. If the student elects the installment payment option, payments will be due according to the University Calendar. Failure to make these payments may result in eviction from university Housing and possible suspension from the University. Statements are available from the student's Pioneer Portal account. C. The \$100 room deposit will be refunded upon request to the student upon satisfactory completion of the contract which includes checking out of the residence hall properly, leaving the room in good condition, and clearing the student's university account with the University Cashier. The condition of the room will be inventoried prior to student occupancy and again when the student checks out of the residence hall. The inventory will be used to evaluate the condition of the room. Charges assessed against the student for such items as improper check-out, damage, and/or cleaning fees will be placed on the student's account and will be deducted from the \$100 deposit. If the university account is paid in full and there are no outstanding university charges on the account, the student may request a refund. If charges should exceed the \$100 deposit, the additional fees will be charged against the student's account. To allow for processing and handling, all refunds referred to in this contract will be disbursed to the student's TWU Higher One account within six weeks upon written request to the Department of University Housing. D. At the completion of the contract, the student has the option of requesting that her/his deposit be refunded or transferred to hold a room for the following semester or academic year. If the student requests a deposit refund and later wishes to reapply for Housing, the student must resubmit the \$25 nonrefundable application fee and the \$100 room deposit along with the Housing/Food Services application. NOTE: If charges are assessed against the student at the completion of the contract and the student wishes to transfer her/his

deposit to the next semester or academic year, the student's university account will be charged. These charges must then be paid before the student may register for the next semester or academic year. E. The deposit will be held for one year following the last date of residency. A student not requesting a refund during that period will automatically forfeit the \$100 deposit.

6. Cancellation, Refunds, and Other Notices: Contract cancellations and other notices must be submitted in writing to the Department of University Housing, Box 425380, Denton, Texas 76204-5380. Notifications submitted to other offices do not comply with this requirement and requested official action cannot be assured. The date such correspondence is received by the Department of University Housing, or if mailed, the date of the postmark thereon, if earlier, will constitute the basis for determining compliance with deadlines.

A. Procedures for Canceling Prior to Initial Occupancy: (Initial occupancy refers to the resident signing the contract, receiving the room key, and/or moving belongings into the room. 1. Cancellation will take place when written notification of desire to cancel is received by the Department of University Housing, on or before June 1 for the Academic Year (Fall/Spring), June 1 (Fall Semester only), December 15 (Spring Semester only), May 1 (Summer I or III) or June 15, (Summer II) for the specific semester during which the contract initially becomes effective. 2. If the Department of University Housing Assignments Office has been notified of the cancellation in writing on or before June 1 for the Academic Year (Fall/Spring), June 1 (Fall Semester only), December 15 (Spring Semester only), May 1 (Summer I or III) or June 15, (Summer II) for the specific semester during which the contract initially becomes effective, the \$100 deposit will be refunded to the student upon request. If the student fails to occupy the reserved space or notification is not received; deposit will be forfeited by the student. A new Housing/Food Services application/contract, \$25 nonrefundable application/contract fee, and a \$100 room deposit will be required if student should decide to enroll at a later date. 3. If proper

■ 7. 2009-2010 Meal Plan Options and Rates

(Participation in a meal plan is required.)

- 8 Meals per Week + \$125 Dining Dollars* = \$1,125/semester + tax
- 8 Meals per Week + \$225 Dining Dollars* = \$1,225/semester + tax
- 10 Meals per Week + \$200 Dining Dollars* = \$1,290/semester + tax
- 12 Meals per Week + \$250 Dining Dollars* = \$1,350/semester + tax
- University Plan = \$1,400/semester + tax

*Dining Dollars Balance remaining at the end of the Fall semester will transfer to the Spring semester ONLY for those students who continue to reside in on-campus housing.

■ 8. Arts Community - Optional

(Complete this portion only if you would like to apply to live in The Arts Learning Community. Upon acceptance into a The Arts Learning Community a \$50 activity fee will be billed to your student account.

The Arts Community

The Arts Community is designed to expand student participant's involvement by engaging in structured and unstructured experiences. The Arts Community is open to all classifications. Students majoring in Dance, Theatre, Music, and Visual Arts are encouraged to participate.

T-shirt Size

- Small Medium Large X-Large Other _____

I understand if I am accepted into a Living Learning Community, I must abide by all academic and social requirements of the program and that a \$50 activity fee will be billed to my student account.

TEXAS WOMAN'S UNIVERSITY is an Equal Opportunity University complying with federal requirements prohibiting discriminatory activities.

■ 9. Roommate, Residence Hall and Room Preference

Preferred Roommate: _____

- Private Room (if available)
- Non-Traditional/ Graduate Student (24 Hr Quiet Area)
- Living Learning Communities
- Honors Living Community
- International Experience Community

- Health Profession Floor (indicate major _____)
- Wheelchair accessible room (please attach Medical documentation)
- Hearing impaired room (please attach Medical documentation)

Residence Hall Preference:

1. _____
2. _____

Contract Agreement

■ I, the undersigned student, have read, understand, and received the Housing/ Food Services Contract terms and conditions.

Signature of Applicant Date _____

(Guardian's signature required if student is under 18 years of age) Date _____

Information Regarding Use of Your Social Security Number

In accordance with Leg. House Bill 1922, an individual is entitled to request to be informed about the information collected about them; receive and review their information; and correct any incorrect information. (Chapters 552 and 559 of the Texas Government Code) Disclosure of your social security number is required to make a room assignment at Texas Woman's University. Your social security number will be used as a unique number to maintain a permanent record in University Housing for your room assignment, meal plan and billing at the University. Any further disclosure of your social security number will be governed by the Public Information Act.

TEXAS WOMAN'S UNIVERSITY is an Equal Opportunity University complying with federal requirements prohibiting discriminatory activities.

Date: _____ App Fee: _____ Dep: _____

Rec#: _____ Entered: _____ By: _____

Original Assignment: _____

Please separate and keep bottom portion for your records.

cancellation information is given to the Department of University Housing and the student should decide to enroll later during the period of the initial contract and desires Housing/ Food Services, the \$100 deposit should be forwarded to the Department of University Housing and the Housing/ Food Services application/ contract the \$25 nonrefundable application/ contract fee already on file will be applied to the remainder of the contract period.

B. Procedure for Canceling After Occupancy: After the student has taken occupancy (i.e., signed the contract, checked out keys, and/or moved her/his belongings into the room), she/he may cancel the contract providing she/he will not be in violation of the University Residency Requirement. The effective date of the refund will be the actual date the student officially checks out of the residence hall (See Residence Life Handbook for procedures). If the student breaks the contract, the \$100 deposit will be forfeited and the student will be charged a \$300 failure to complete-contract fee for the Fall or Spring Semester or a \$100 failure-to-comply contract fee for Summer I or II and, a \$20 meal plan handling fee. A per-day charge for room and food services will be assessed for the number of days actually assigned. The remaining balance, if any, will be refunded. Refunds will be issued beginning the twenty first (21st) day prior to the end of semester. Students leaving the University during their first week of the Fall or Spring semester will be charged \$100, and those leaving the second week will be charged \$200. Beginning with the third week, the \$300 charge will be assessed.

NOTE: An early termination of the contract without the \$300 or \$100 failure-to-complete-contract fee will only be given to a student who registers to student teach or will be participating in a departmental internship or affiliation away from campus. Upon confirmation of same, the student will be released from the contract when her/his student teaching or internship is scheduled to begin. A per-day charge for room and food services will be assessed for the number of days actually assigned.

C. Procedure for Canceling by the University after Occupancy: The University may cancel the contract if

the student fails to meet any of the terms and conditions stated herein or for violation of University or residence hall regulations as stated in the Student Handbook or in the Residence Life Handbook which are made a part of the contract by reference. Cancellation of the contract for the reasons stated herein will result in the eviction of the student upon a three-day notice, except where the University determines that the continued residency of the student would pose a danger to the life, health, or general well-being of other members of the residential community, in which case the student may be evicted with less than a 24-hours notice. The student will be charged the daily room and food services rate through the date of official check-out and a meal plan handling fee.

FOOD SERVICES

1. The student agrees that, if living in the residence halls she/he will purchase a meal plan each semester for the entire period of the contract. If no meal plan is selected, the student will automatically be assigned and charged the minimum meal plan.
2. Refunds will not be given for missed meals due to academic scheduling problems or trips taken by the resident for academic or extracurricular purposes.
3. Students may spend the entire Dining Dollar balance in a semester, but the balance remaining at the end of the Fall semester will transfer to the Spring semester ONLY for those students continuing to reside in on-campus housing. Any carry-over balance is added to the student's Spring meal selections. Balances will not carry over to the following semester at the end of the Spring semester.

GENERAL PROCEDURES AND POLICES

1. The Housing/ Food Services Contract is personal and may not be transferred or assigned to another person. It guarantees the student a bed space (not a particular room) in University residence halls. The Department of University Housing reserves the right to make all hall and room assignments and to make any subsequent changes considered advisable or necessary. If the student does not move within the time period designated by the

University, University officials may pack and move the student's belongings to the new assignment and charge the student accordingly. If warranted, disciplinary action may also be taken.

2. In the event that the accommodations assigned to the student are destroyed or otherwise made unavailable and the University is not able to furnish other accommodations, the contract shall terminate. All rights and liabilities for the parties hereto shall cease and rental payments previously made by the student shall be refunded on a prorated basis for the period for which accommodations were not made available to the student.

3. All assignments are on a double-occupancy basis unless otherwise stated. Single occupants who do not reserve their rooms on a private basis and have an official confirmation letter of the private assignment agree to accept an assigned roommate or to move to another room upon the request of the Department of University Housing. A student occupying a room on a private basis for any reason will be charged the private occupancy rate.

4. Rules and regulations appearing in the most recent Residence Life Handbook which pertain to residency in the University residence halls, and others which may from time to time be developed by the Department of University Housing, are made part of this contract. In the event of a conflict between the rules and regulations appearing in the Handbook and this contract, the provisions of this contract shall govern.

5. Although precautions are taken to maintain adequate security, the University does not assume any legal obligation to pay for injury to persons (including death) or loss or damage to items of personal property which occur in its buildings, storage facilities, or on its grounds prior to, during, or subsequent to the period of the contract. **Students or their parents are encouraged to carry appropriate insurance to cover such losses.**

6. If any section of this contract becomes invalid, this will not affect the validity or enforceability of the remainder of the provisions of the contract.