

## 2012-13 HOUSING CONTRACTS

As a parent of a college student, you may find yourself trying to find the balance between allowing your student to become more responsible for his/her actions and making sure that your student is making informed decisions, especially if you are financially supporting the student. The Residence Life Office is hoping this newsletter will inform parents of important housing information and deadlines occurring in the next 6 weeks. Your student should be receiving this information via hall meetings, emails, newsletters, etc. If you or your student have questions, you may contact the Residence Life Office at 706-864-1902 or [residencelife@northgeorgia.edu](mailto:residencelife@northgeorgia.edu). Our office is located in the Stewart Center.



*Alyson Paul*  
*Director of Residence Life*



## WHAT YOU SHOULD KNOW ABOUT 2012-13 HOUSING CONTRACTS

Housing Contracts for 2012-2013 will be available for all current residents who have 49 earned credit hours or less beginning February 1, 2012. All students interested in living on campus for fall semester 2012 must complete a new housing application and have a housing deposit on file before the student will be offered a contract for the 2012-2013 academic year. Current residential students already have a housing deposit on file. Current residents must complete a 2012-2013 housing application AND a housing contract by February 29, 2012 in order to be guaranteed housing on campus.

Both the Housing Application and Housing Contract should be completed via Banner account under the Student Menu. Residents with 50 or more earned credit hours

and current commuters will be eligible to complete housing applications beginning March 1, 2012.

Once a housing deposit and application have been received, the student is matched with an appropriate contract based on availability. If the student's first preference is not available, the student is offered his/her second or third choice of contract and is automatically placed on a waiting list for the first choice of contract (if that type becomes available before the move-in date.)

Once a student is offered a housing contract, Residence Life will e-mail the student at his/her @northgeorgia.edu e-mail account instructing the student to log back onto his/her Banner account to accept the housing contract. Please pay attention to the deadline date to accept the housing

contract as contract offers may be deactivated beyond the deadline.

Please be aware that roommate requests must be mutual AND roommates must complete the same type of contract in order to be paired together. Roommate assignments are made at the discretion of the Residence Life Office.

Residence Life is pleased to announce several theme-living communities for 2012-2013. Owen Hall will offer a Saints Spirit hall as well as Quiet hall and a Sophomore Experience hall. North Georgia Suites will offer an International Experience hall, Outdoor Pursuits hall, Honors hall and Biology hall. Students may request these halls during their housing application process. More information about themed communities can be found on our website.

## FAQ of North Georgia

### Housing

#### What happens if my student doesn't get his/her first housing choice?

Contracts are issued on a first come, first serve basis. Once contracts for a particular housing area have been filled, the student is placed on a waiting list based on the housing application time stamp. A student may receive the contract for his/ her second or third preferred housing style. If a space comes available for his/ her first preference, the student is notified via e-mail that a new contract is available, and instructions are sent explaining how to fill out the new contract. The student can accept the newly offered contract at no penalty. A student has the choice to deny the contract he/she is offered and he/she will need to notify the Office of Residence Life in writing that he/she does not wish to accept the contract and would like to remain on the waiting list for his/her preferred area. However, students are not exempt from the Residency policy if they cannot secure their preferred housing contract.

#### Things to Know

- Housing contracts should be completed by the student (not the parent)
- Parents and students should read the terms of the contract
- Signature over BANNER indicates his/her financial responsibility for his/her housing contract
- New housing contracts must be completed for each academic year

What happens if my student decides not to attend North Georgia for the fall and has already signed a contract for Fall 2012? Students are responsible for the full term of the Housing Contract upon signing the contract. Current students may cancel their housing contracts for Fall semester prior to April 1st in order to be released from the full terms of the Housing Contract. Housing Cancellation Requests submitted after April 1st will be processed on a first-come, first serve basis. The student is responsible for the full term of the contract until the contract can be transferred to another student. The Residence Life Office assists in this process as much as possible. However, students who submit their written notification of Housing Cancellation Request Form late are less likely to be released from the terms of the housing contract. Students who are released from their housing contract are charged \$50 and forfeit their \$250 housing deposit. Students who are not released from their housing contract will be charged for 3 months payment in addition to forfeiting their \$250 housing deposit.

Can my student remain on the waitlist for his/her first choice of housing even if he/she has accepted another contract? Yes. If Residence Life is able to offer the student his/her preferred contract, the student will be released with no penalty upon signing the new contract.

What happens if my student will still be attending North Georgia and has already signed a housing contract, but has decided to live off campus? Students who have already signed a housing contract are financially bound to the contract and will need to find another student who currently does not live on campus to take over the contract or will need to pay out the cost of the contract.

#### Estimate Costs of Housing for 2012-2013

<b>Traditional Halls (Lewis/Lewis Annex/Donovan)</b>	\$1,551/\$2,103 (double/single rate)
<b>Suites (NG Suites)</b>	\$2,380/\$2,866 (double/single rate)
<b>Apartments</b>	\$3,145

After your student has signed his/her contract....

- When will I know where my student has been placed?

Placement will depend on the type of contract your student completed. For example, if your student signed a contract for traditional housing, they will be placed in Lewis Hall, Donovan or Lewis Annex.

- My student requested to live in the same area they currently live in, but received a contract for another area. Don't students currently living there receive first choice to return? All contracts are issued on a first come, first serve basis. Students already living in a certain housing area are NOT guaranteed a contract for the same housing area simply because the student's already been living there. Students returning to North Georgia housing will have the opportunity to preference which room they would like to have within the housing area they have been assigned. These preference requests are sent out via e-mail on April 9th..

- When will my student find out who his/her roommate is? Housing assignments are mailed out the first week of July. Room and roommate assignments, along with contact information, are listed in this letter.