



RESIDENCE HALL HOUSING CONTRACT

ACADEMIC YEAR Fall 2019-Spring 2020

Dear Reedley College Student,

Thank you for requesting a Residence Hall contract for the 2019-2020 academic year. The Residence Hall contract is based on a single semester commitment. Students should read and understand the entire (11) page contract before signing. Please review and follow the check list below to secure student housing at Reedley College.

Residence Hall Check List

1. ___ CONTRACT FEE and TIGER ONE I.D. CARD

Contract must be returned with the required \$150.00 contract fee. If a student cancels his or her contract after receiving an acceptance letter the contract fee is non-refundable. The purchase of the Tiger One I.D. Card is included in the Residence Hall Contract fee.

2. ___ INSURANCE REQUIREMENT

You are required by law to have Health Insurance at all times. You will not be able to check into the Residence Hall without proof of medical insurance coverage.

3. ___ PROMISSORY NOTE REQUIREMENT

You are required to sign the promissory note and provide a contact person.

4. ___ FINANCIAL AID AWARD LETTER

Students planning to use their financial aid as a source of payment must return a copy of their 2019-2020 award letter with the contract. If you are not awarded your financial aid package by check-in, you must pay the first month of rent and meal plan of \$583.00

5. ___ COMPLETE, PRINT AND RETURN PAGES 6-11 OF THE RESIDENCE HALL CONTRACT TO THE ADDRESS BELOW:

*Attn: Lisa McAndrews, R.H Manager
Reedley College Housing Office
1235 W. Manning Avenue, Reedley, CA 93654
559-638-0300 ext. 3258*

Residence Hall 2019-2020 Housing Contract

I. APPLICATION PROCESS:

Please read the following contract. Complete, sign and return pages 6-11 of the housing contract. Applications will be accepted on the following priority basis: (1) returning residence hall students, students from State Center Community College District (SCCCD), students from other California High School Districts, and (2) students from out of state or international students.

II. CONTRACT FEES:

1) Accompanying the return of the contract is the **\$150.00** Contract Fee. The fee is applied, but not limited to the following: \$100.00 cleaning and sanitizing of the assigned room when the student leaves the Residence Hall, making repairs for damages found in the assigned room and not recorded by the resident while completing the “check-in/out inventory form,” making repairs and replacing damaged or stolen equipment in the common areas (restroom, hallways, etc.) of the Residence Hall, and to any unpaid RC Residence Hall fees. Should the unrecorded room damages exceed the \$100.00, the resident will be financially liable to pay the amount over the \$100.00. A hold will be placed on the resident’s records/grades until the amount over the \$100.00 is paid. The hold will be lifted once the amount is paid. The fee of **\$40.00** is a Residence Hall activity fee that is used for educational and social activities specifically designed for the Residence Hall students. The remaining **\$10.00** covers the cost for the student’s Tiger One I.D. Card which serves as his or her college I.D., room and meal plan card. The **\$150.00** Contract Fee **IS NOT** a rent payment. The Residence Hall contract fee when received holds the student’s room reservation unless there is a waitlist established.

III. RESIDENCE HALL RENT, MEAL FEES AND PAYMENT SCHEDULE:

The room and meal plan rate for **both** academic semesters are for double occupancy rooms. In the event that all rooms are occupied with two residents, the college reserves the right to place three to four residents to a room with an adjusted daily rate.

All students must have a payment schedule on file at the business office prior to checking into the Residence Hall. A copy of your Financial Aid Award letter is required in order for your payments to be set up using your financial aid. Students determined by the Reedley College Financial Aid Office and or the Business Services Office not to have sufficient financial aid or personal funds to pay for food service, health insurance, and rent may be denied housing at the Residence Hall and may be advised to return home.

Semester Expenses: California Resident	
Enrollment Fee (example: \$46 x 12 units)	\$552.00
Health Fee	\$20.00
ASB Representation Fee (Per Campus)	\$1.00
Books & Supplies	\$500.00
Instructional Material Fees	\$50.00
Parking Permit	\$35.00
Residence Hall & Mandatory Meal Plan Fee	\$1939.00/\$975.00
<i>One Semester Total</i>	\$4,072.00

Semester Expenses: Out-of-State Student & International Students

Tuition (example:\$265 x 12 units)	\$3,180.00
Enrollment Fee (example \$46 x 12 units)	\$552.00
Health Fee	\$20.00
Health Fee for International Students	\$544.00
ASB Representation Fee (Per Campus)	\$1.00
Books & Supplies	\$500.00
Instructional Material Fees	\$50.00
Parking Permit	\$35.00
Residence Hall & Mandatory Meal Plan Fees	\$1,939.00/975.00

Out of State Student Semester Total \$7,252.00

International Student Semester Total \$7,796.00

V. TERMS:

A. CANCELLATION OF CONTRACT PRIOR TO OCCUPANCY:

1) The student must contact the Housing Office by telephone or email when canceling their housing contract. Students have until the first Friday of each semester to cancel their housing contract with no penalty or any cancellation fee. Any cancellation after the first Friday of the semester starting, a penalty equal to 30 days rent will be charged to the student.

B. CANCELLATION OF CONTRACT AFTER OCCUPANCY:

The petition for the contract release form is available in the Housing Office and must be completed by the resident

- 1) A full semester rent charge will apply if the student vacates without completing a petition for contract release.
- 2) The resident will have a grace period through the end of the first Friday of the semester to cancel their contract after checking in, less all pro-rated charges (rent/damages).
- 3) A written request for termination from the contract after the first Friday of each semester by the student must be approved by the Residence Hall Manager. Petition forms are available from the Residence Hall Manager. All charges (rent/damages, etc.) are still in effect until the student is officially checked out of the Residence Hall.
- 4) A charge equal to thirty (30) days rent may be levied for early contract release.
- 5) The student may be released from their contract only under the following conditions:
 - a. Academic withdrawal through the end of the third (3rd) week of school.
 - b. Disciplinary dismissal - thirty (30) days rent will be retained by the college.
 - c. Graduation or Transfer mid-semester - thirty (30) days rent may be retained by the college.
 - d. Non-withdrawal - thirty (30) days rent will be retained by the college.
 - e. Medical Reason: a Doctor's letter must accompany the written request for early contract termination.

C. CAUSE FOR TERMINATION: Failure to comply with the contractual agreement and all Residence Hall policies/regulations/rules or COLLEGE rules may be cause for termination of the Residence Hall Contract.

D. CONTRACT: This contract shall supersede any provisions to the contrary contained in the Residence Hall Handbook, informational letters or fliers and documents signed at the time of check-in.

E. FINANCIAL OBLIGATION: The resident student and co-signer are financially responsible for all financial obligations owed to the Residence Hall. It is the responsibility of the resident and co-signor to make his/her payments on time.

F. FAILURE TO MEET FINANCIAL OBLIGATIONS: The COLLEGE may terminate a student's contract if payment of fees is not made according to the payment schedule, and the student will not be allowed to reside in the residence hall the following semester.

G. ENFORCEMENT OF RULES: The student shall abide by all DISTRICT policies, REEDLEY COLLEGE and RESIDENCE HALL rules/regulations, failure to do so will result in the enforcement of the "DISCIPLINARY/TERMINATION" Section (VII) of this contract.

VI. CONDITIONS:

A. RESIDENT VISITING & GUEST POLICY: Opposite gender residents and non-resident opposite gender guests are not allowed to visit each other in their residence hall rooms or their respective hallways. All guests, including overnight guests, must check-in and check-out at the front desk of the housing office. Non-resident guests must sign-in at the Housing Office and secure a \$5.00 semester guest pass. It is the responsibility of the resident to insure that their guest has secured a \$5.00 guest pass. Non-resident guests must leave the Residence Hall by 11:00 p.m. on school nights and by midnight on non-school nights. Overnight guests must be of the same gender and are limited to a total of 5 nights per semester. The overnight guest fee is \$15.00 per night. If a resident violates any part of the visitation/guest policy, they and their guest are subject to disciplinary action.

B. DRUG AND ALCOHOL FREE ENVIRONMENT POLICY: Reedley College is a drug and alcohol free environment. SCCCD Board Policy 5410 (d)-(11) forbids the use of alcohol and illegal drugs on campus, which includes the Residence Hall and individual student rooms. Returning to campus intoxicated or under the influence is also forbidden by Board Policy 5410 (d)-(11). This includes student/residents over 21 years old or older. Student/residents found in violation of Board Policy 5410 (d)-(11) are subject to the disciplinary sanctions found in Board Policy 5410 (d)-(11) and in Section VII of this contract.

C. PROHIBITION OF SMOKING AND TOBACCO USE: SCCCD and Reedley College prohibits the use of tobacco; chew, cigarettes, cigars, pipe, hookahs, or snuff anywhere on Reedley College, which also includes the Residence Hall. This includes individual student rooms in the residence hall, common areas, hallways, laundry rooms, lobby, recreation room and restrooms. Residents who smoke must smoke outside of Reedley College. Residents are advised each residence hall room and common area is equipped with its own sprinkler and smoke alarm. If a resident or guest is found tampering with any sprinkler or smoke alarm, they may be subject to criminal charges and dismissal from the Residence Hall.

D. GRADE POINT AVERAGE and UNIT POLICY: The College has established a Grade Point Average Policy for Residence Hall students. The purpose of the policy is to support all residents and their educational goals. All residents are expected to maintain:

a) A minimum cumulative Grade Point Average (G.P.A.) of 2.00 by the end of each semester. Residents who receive a cumulative grade point average between 1.99 and 1.75 are in violation of the GPA policy and shall be placed on Residence Hall Academic Probation and will have one subsequent semester to meet the grade point average policy of 2.00. Students below a cumulative G.P.A. of 1.75 will be subject to dismissal from the Residence Hall.

b.) Actively attend classes and maintain 12 units during the entire semester with no more than (2) short term classes in each 9 week session. Unit checks will be performed weekly during each semester to insure that all residents are enrolled in 12 units. Residents with 11.5 units to 9 units are in violation of the unit's policy and shall be placed on Residence Hall Academic Progress Probation for the remainder of the semester. Residents with 8 units or below may be subject to dismissal.

F. ITEMS NOT PERMITTED: The following includes, but is not limited to items not permitted in the Residence Hall: alcoholic beverages (including empty bottles, boxes, cans, cartons, bottle caps, or containers as displays), fire arms and ammunition of any kind, B-B guns, air soft guns, amplifiers, bow and arrow, candles, chemicals (such as ether, denatured alcohol, thinners, etc.), CS gas, combustibles, darts, electric kitchen appliances must be stored in the alcove cabinets, electric guitars, firearms, fireworks, flammables, gambling (in any form), illegal drugs, incenses (discs, oil lamps, pellets, sticks, etc.), martial arts weapons, paintball guns, pellet guns, pets, poisons, portable heaters, rifle, shotgun, slingshot, stun guns, Taser guns, stung guns, waterbeds, and wrist rocket slingshot. No drug paraphernalia including water pipes, hookahs, vape pens or glass pipes are permitted and their possession could result in immediate dismissal. Any other items of this nature may be confiscated from the resident. The resident may be subject to discipline.

G. HOLIDAY BREAK PERIODS: The Residence Hall is closed during the holiday periods and only open to students that are in need of housing or that are required to participate in a college sport or a program during the period of Winter Break (**December 14, 2019 thru January 12, 2020**) and for Spring Break (**April 6, 2020 through April 10, 2020**). The semester rent does not include holiday break periods when there are no classes in session. An additional daily rent rate of \$18.00 per day will be charged to students who are in the residence hall during the holiday break periods.

H. MANDATORY MEETINGS: Periodically, meetings for all residents are called and are noted as "mandatory." All residents are required to attend. Residents who fail to attend the "mandatory" meetings will be held accountable for the material presented and the information disseminated. Attendance is taken and residents who are not in attendance will meet with the Manager or Assistant Supervisor to explain their absence.

I. ACCESS AND SECURITY: The Resident and their parents should note that there are no designated curfew times for the Residence Hall students except for those students who are on room curfew as part of their disciplinary probation or Residence Hall academic probation. Access to the Residence Hall is limited to Residents only, all points of entry to the Residence Hall are locked 24 hours a day; Residents will be held accountable for the proper use of their issued proximity card. Residents are expected to take an active role in their personal security, "Loaning or giving" their proximity card to a non-resident is considered a violation of Residence Hall policy and places all residents at risk or

injury. There is a charge of \$25.00 for a lost or missing access card. Residents are cautioned that removing the window screen and entering or exiting through a room window is prohibited. The resident will be held financially responsible for all damages associated with entering through the window. Tampering with any proximity card reader, lock, locking mechanism of a student room door, restroom door, or point of entry doors may result in disciplinary sanctions. Charges to repair or replace the access card reader, lock, locking mechanism of the student room door, restroom door, or point of entry doors will be issued directly to the student at the full "current market" cost.

J. STUDENT PHOTO ON FILE: The COLLEGE reserves the right to keep a photo of each resident as part of the resident's Housing file while living on campus. The resident's photo will be taken during the check-in process in order to obtain his or her proximity card (Tiger One I.D Card).

K. STUDENT PROPERTY LOST, STOLEN or ABANDONED: The COLLEGE assumes no responsibility for any property of the student which is lost, stolen, damaged, or destroyed in the Residence Hall at any time, including periods when the resident is not in occupancy. Personal property remaining or left behind in the Residence Hall after expiration, termination or cancellation of this contract will be disposed. The resident may be subject to a charge for disposing of items left behind.

L. ROOM ASSIGNMENTS: The COLLEGE may change room assignments during the year for reasons of health, safety, and student welfare or room consolidation. The Residence Hall will require a student who is renting at the double room rate, but living alone to be assigned a roommate, and may be required to move to another room.

M. COOKING APPLIANCES: The resident should note that cooking in their residence hall room is prohibited. A residence hall kitchen and sink alcove areas with microwaves are available to all residents. Only **two** appliances: a refrigerator and coffee maker are allowed in the residence hall room. All other appliances such as toasters, "George Foreman" grills, hot pots, etc. can be secured in the alcove areas in the locked cabinets and can be opened for the students by Residence Hall staff on duty.

VII. DISCIPLINE/TERMINATION POLICY:

A. CONTROLLED SUBSTANCES USE/ABUSE/POSSESSION:

State Center Community College District Policy 5410 (e) (11) forbids the use or possession of controlled substances, e.g., marijuana, and alcohol. Violation of this Board Policy may result in your dismissal/release from the Residence Hall, and you will be placed off-limits to the Residence Hall and its surrounding property. Resident's may also be subject to other campus disciplinary action.

B. VIOLATION OF SCCCD BOARD POLICIES:

The resident should understand that a group living environment such as the Residence Hall requires behavior that reflects cooperation and respect. Behavior that is otherwise disruptive or detrimental to the welfare of the resident or others may be considered grounds for disciplinary action. SCCCD maintains Board Policies that governs the student conduct within the SCCCD including Reedley College and the Residence Hall.

C. RIGHT TO APPEAL A DISCIPLINARY SANCTION: The resident has the right to appeal any disciplinary sanction imposed upon them by following the steps below:

1. Meet with the Residence Hall Manager and discuss the sanction.
2. Obtain a grievance form from the office of the Vice President of Student Services. Make an appointment to discuss your grievance and appeal the disciplinary sanction imposed upon you. The full text of the appeal process can be found in the "*Reedley College Student Conduct Standards and Grievance Procedures*" a copy may be obtained in the Dean of Students Office or the Vice-President of Student Services Office.

VIII. AUTHORIZATIONS:

A. SEARCH AND SEIZURES: The COLLEGE will respect the resident's rights to be free from unreasonable searches and an intrusion into the resident's living quarters. The COLLEGE reserves the right to have its authorized personnel enter rooms to make necessary inspections for purposes of management, health, safety, security, service and repair, and with reasonable cause, the maintenance of applicable rules and regulations.

B. ROOM CONDITION INSPECTIONS:

The COLLEGE reserves the right to inspect student rooms for cleanliness, furniture inventory, proper use of electrical outlets and general condition of the room. Monthly room inspections are conducted by the Residence Hall Manager. Violations will be documented and the students assigned to the room will be given 24 hours to correct the violations. Students may be subject to disciplinary sanctions up to and including dismissal from the residence hall.

C. EMERGENCY MEDICAL TREATMENT: The COLLEGE is authorized to contact, on behalf of the student, for ambulance service and emergency medical, surgical, or dental service in the event of sickness or injury. The student is responsible for the charges of these services.

D. MEDICAL INSURANCE: SCCCD Board Policy requires that students residing in the Residence Hall are required to have health insurance while residing in the Residence Hall

IX. SIGNATURE OF STUDENT: Signing of the Residence Hall Contract pages 6, 7, 8, 9, 10 and 11 confirms a binding agreement between the student and the Reedley College Residence Hall. It is important that the student understands and agrees to abide by this contract.

Print the following 6 pages (pages 6-11)
REEDLEY COLLEGE RESIDENCE HALL
Fall 2019-Spring 2020 HOUSING CONTRACT

Name: _____ Student ID # _____

Home Address: _____

City: _____ State _____ Zip _____ Birthdate ____/____/____

Email: _____ Gender: ___F___M

Cell phone (____) _____ May we release your phone numbers to your assigned roommate yes or no

High School _____ GPA _____ Shirt Size _____

Roommate Compatibility Information

- 1) Major course of study or program you are pursuing _____
 - 2) Are you a Reedley College Athlete? No ____ Yes ____ Sport _____
 - 3) ____ I would like to share a room with a friend: _____
 - 4) ____ I smoke ____ I do not smoke ____ I do not smoke and would not mind being placed with a student who smokes. Reedley College Residence Hall is tobacco free. Smoking is not allowed inside the Residence Hall or any Reedley College associated area.
 - 7) My best time to study is ____ morning ____ afternoon ____ evening ____ late night.
 - 8) My usual bedtime is _____ My favorite type of music is _____
 - 9) Please tell us about yourself such as likes, dislikes, hobbies, etc.;
- _____
- _____
- _____

Behavior Expectations Agreement and Goal Statement

Living on campus is a privileged choice, we expect *you* to adhere to the policies, regulations and rules that govern our District, Campus and the Residence Hall student handbook. Alcoholic beverages, illegal drugs, including marijuana, and weapons of any kind are not allowed in the Residence Hall. Additionally, harassment (physical, sexual, or verbal), disruptive or destructive behavior, disregard or failing to follow the direction of any Residence Hall staff or the inability to live in a group living situation will not be tolerated and may be cause for dismissal. All residents are expected to be considerate of other residents, especially those living around them, by showing common courtesy, observing established quiet hours (10 p.m.-8 a.m., Sunday-Thursday and Midnight-8 a.m., Friday and Saturday) and monitoring the volume of music and conversation at all times while in the Residence Hall. Residents are expected to assist in keeping the Residence Hall clean and presentable.

I have read, understand and agree with the Reedley College Behavior Expectations Agreement.

Signature of Student _____ Date _____

Signature of Parent or Legal Guardian _____ Date _____

(If student is under 18 years of age)

Reedley College Residence Hall Medical/Emergency Information

In the event of an emergency while residing at the Reedley College Residence Hall, I give permission to the Residence Hall Staff to contact the persons listed below. The Residence Hall Staff has my permission to provide my emergency contacts with information pertaining to my injury or illness. If

I am transported to a hospital, I give permission to the Residence Hall staff to provide my Emergency Contacts listed below with the name and location of the hospital.

EMERGENCY CONTACT INFORMATION

Name _____ relationship _____

Daytime phone: (____) _____ evening phone: (____) _____

Name _____ relationship _____

Daytime phone: (____) _____ evening phone: (____) _____

____ I am covered by health insurance. Please include a copy of your insurance card.

Health Insurance is required to reside in the Reedley College Residence Hall.

Health Insurance Provider and Health Insurance I.D. Number _____

(____) _____

Name of family or preferred private physician _____ Telephone number _____

____ I do not have health insurance at this time, but I understand that I will not be allowed to check into the Residence Hall without proof of medical insurance. I also understand health insurance is a mandatory requirement in order to reside in the Residence Hall and is required at all times in the state of California.

Please check any areas or conditions, which may apply to you:

____ Asthma ____ Allergies ____ Cardiac condition ____ Diabetes: ____ Depression

____ Food Allergies ____ Hearing loss ____ Mental Illness ____ Seizure disorder

____ Therapy: Psychological / physical ____ Vision loss ____ Other _____

Do you take any medication on a regular basis, other than vitamins? If yes, please list _____

Is there any medication you are allergic to? Please list the medication(s) and the reaction _____

Do have any disabilities that need or require special accommodations? Yes/No _____

College Immunization Checklist:

- MMR (measles, mumps, rubella)—2 doses. I received the MMR vaccine on __/__/__ and __/__/__
- Tdap (tetanus, diphtheria, pertussis)—1 dose. I received the Tdap vaccine on __/__/__
- Varicella (chickenpox)—2 doses. I received the Varicella vaccine on __/__/__ and __/__/__
- Hepatitis B—3 doses. I received the Hep B vaccine on __/__/__, __/__/__, __/__/__
- HPV (human papillomavirus)—3 doses. I received HPV on __/__/__, __/__/__, __/__/__
- Meningococcal—1 dose at age 16 or older. I received the meningococcal vaccine on __/__/__
- I intend to receive the meningococcal vaccine (Recommended for students living in the Residence Hall)
- I do not intend to receive the meningococcal vaccine

Signature of Student _____ Date _____

Signature of Parent or Legal Guardian _____ Date _____

(If student is under 18 years of age)

Have you ever been convicted of, or plead guilty or no contest to a misdemeanor or felony crime? Yes / No (a "yes" answer does not automatically disqualify you from housing) Identify the type of crime and the circumstances surrounding the incident.

Explain: _____

STUDENT SIGNATURE: Under the penalty of perjury, I attest that the information on this form is true and accurate. I have read and fully understand that it is my responsibility to provide health insurance information to the Reedley College Residence Hall.

Signature of Student _____ Date _____

Signature of Parent or Legal Guardian _____ Date _____

(If student is under 18 years of age)

I agree to all terms and conditions of the Residence Hall Fall 2019-Spring 2020 Housing Contract, which I have read. I agree to fulfill the requirements for payment of any and all fees associated with the Residence Hall contract. I agree to abide by the rules, regulations and policies of the Residence Hall, Reedley College and the SCCC. I understand that dishonest, untrue or inaccurate information submitted on this application or other signed documents that are part of the Residence Hall contract packet is grounds for immediate dismissal. I understand Reedley College reserves the right to revoke/refuse housing to applicants pursuant to established SCCC Board Policies, for late or lack of rent payment or other financial circumstances that would prevent the student from meeting his/her financial obligations to the Residence Hall. The application for housing is incorporated by reference and hereby made a part of the contract. Completion of this application and the residence hall contract does not guarantee a room assignment Applicants must accurately complete this application and the attached contract and supporting documents. The application and contract must be returned with the **\$150.00 non-refundable contract fee**. Upon receipt and review of this completed application, and the completed housing contract and supporting documents, a letter, e-mail or phone call of confirmation will be sent to the applicant. **Incomplete applications will be returned to the applicant.**

Signature of Applicant: _____ Date: _____

X. IF APPLICANT IS UNDER 18 YEARS OF AGE, PARENT OR GUARDIAN MUST COMPLETE THIS SECTION AND SIGN.

Parents or Guardians of Residence Hall students under the age of 18 must complete and sign the medical authorization form below. By completing the attached medical authorizations form, Parent or Guardian consents to medical transport, medical, surgical, or dental care in case of emergency being rendered to the student and hereby agrees to pay for all such services. I am the father, mother or legal guardian of _____, a minor, ____ years of age, and I am presently entitled to full and complete custody of said minor child. I hereby authorize State Center Community College District personnel to consent to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital care to be rendered to said minor under the general and special supervision, and upon the advice of a physician or surgeon licensed under the provisions of the California Medical Practice Act and any x-ray, anesthetic, dental or surgical diagnosis or treatment and hospital care to be rendered to said minor by a dentist licensed under the provisions of the California Dental Practice Act. I further understand and acknowledge that my child is required to have accident and health insurance coverage at all times while residing in the college housing. I agree to insure that my child is covered at all times while residing in college housing. I further understand that any and all medically related costs shall be my sole responsibility and I agree to indemnify and save the State Center Community District and the Reedley College harmless there from.

Parent or legal guardian _____ Date _____

Reedley College Promissory Note Fall 2019-Spring 2020

Name _____ RCID# _____ Phone _____

Address _____ City _____ State _____ Zip _____

Semester Expenses–California Resident	
Enrollment Fee (example: \$46 x 12 units)	\$552.00
Health Fee	\$20.00
ASB Representation Fee (Per Campus)	\$1.00
Books & Supplies	\$500.00
Instructional Material Fees	\$50.00
Parking Permit	\$35.00
Residence Hall & Mandatory Meal Plan Fee	\$1,939.00/\$975.00

California Resident One Semester Total \$4,072.00

Semester Expenses - Out-of-State Student & International Students	
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Health Fee	\$20.00
Health Insurance for International Students	\$544.00
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Books & Supplies	\$500.00
Instructional Material Fees	\$50.00
Parking Permit	\$35.00
Residence Hall & Mandatory Meal Plan Fees	\$1,939.00/\$975.00

Out of State Student Semester Total \$7,252.00

International Student Semester Total \$7,796.00

I promise to pay all applicable fees listed above to the RC Business Office. I also agree to allow the deduction of fees owed to the College by the college from sources I might receive through the College, such as but not limited to financial aid and payroll checks. If I default on the promissory note, I may be dropped from my classes and subject to dismissal from the Residence Hall. I may also be sent to collections. I understand all grades and transcripts will be held if I do not pay. Under penalty of perjury all information is correct and true. If financial aid has been awarded, a copy of your award letter is required with your housing contract.

Signature of Student _____ Date _____

Signature of Parent or Legal Guardian _____ Date _____

(If student is under 18 years of age)

Required Contact Person- _____ Phone Number _____



STATE CENTER COMMUNITY COLLEGE DISTRICT

AUTHORIZATION TO RELEASE STUDENT INFORMATION (FERPA) FORM

STUDENT NAME: _____

STUDENT ID#: _____
Last First MI

ADDRESS: _____

_____ Phone Number _____
City State Zip

The Family Education Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student records, both financial and academic. For your protection, FERPA limits release of student record information without your written consent. For Financial Aid records, it gives your parents the right to review those records if they claim you as a dependent on their federal income tax return. The Financial Aid Office must have a signed copy of their most recent tax return on file in the Financial Aid Office.

I, the undersigned, authorize the release of all information concerning my student account, academic and financial aid records to the individual(s) listed below. I understand that if I choose to cancel this authorization, I must provide a written notice to the Admissions and Records Office. This does not affect any information released by the District prior to receipt of the cancellation request. If I wish to have my educational and financial records released to any person(s) not listed below, I must complete a new FERPA Release Form.

Name	Relationship to Student	SSN (Last 4 Digits)	Telephone Number

Before any of your student information is released, the above person(s) must be able to verify their relationship to you, the last four digits of their own social security number, and all of the following information about you:

- Full name
- Current Mailing Address
- Social Security number
- Date of birth

By signing this document, you give consent to release your educational and financial information to the individual(s) listed above. This consent applies to educational records that may otherwise be protected under the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended by, 20 U.S.C.1232g. Requests for information about grades, transcripts, or academic standing will be referred to the Admissions and Records Office. Requests for information about tuition, fees, campus housing charges, meal plan charges and other student account information will be referred to the Business Services Office. This release does not apply to information regarding your Veterans' Educational Benefits – The Financial Aid Office will only release Veteran's Educational Benefits information to the recipient.

STUDENT SIGNATURE: _____ DATE: _____

**Reedley College Food Services
Mandatory Meal Plan Contract 2019-2020**

Name (print) _____ **Student ID** _____

___ **Fall 2019 Meal Plan**

___ **Spring 2020 Meal Plan**

\$975 Mandatory Meal Plan (\$55.00 per Week) (please be aware this Meal Plan is designed to provide 1 full meal per day; additional funds may be added to your plan by contacting the Business Service Office 559-638-0342)

I, the undersigned, have read and understand, and agree to abide by the terms of this contract. I further agree to assign payment for all monies owed to the college from the student's first financial disbursement, and any subsequent disbursements in order to fulfill payment of any and all fees associated with the meal plan contract.

If all student fees are not received according to the payment schedule, your meal plan will be subject to a hold until the past due account is brought current. **Meal plans are nontransferable.**

Meal Plans are not available during winter and spring breaks. The Cafeteria is closed during the winter and spring breaks. Please note that the Cafeteria is only open Monday through Thursday 7:30am – 6:00pm and Friday 7:30am – 4:00pm

Terms of Refund: Food service contracts must be completed **each semester**. Refunds and/or cancellations are allowed only when the student has withdrawn from the Residence Hall or the College. Refunds are prorated on a schedule according to the weeks used. **Request for a refund must be done in writing, and the Food Services Manager and the College Business Manager must approve the refund.** All refunds will be made through the Reedley College Business Office.

I agree to abide by the rules, regulations and policies set forth by the Reedley College Food Services and the SCCC.

Student Signature

Date

**Parent/Guardian Signature
(If student is under 18 years old)**

Date