

CALARTS RESIDENCE LIFE ON-CAMPUS HOUSING APPLICATION 2018-19

Thank you for your interest in On-Campus Housing for the 2018-19 academic year. For more information regarding housing options and amenities, please review the CalArts Residence Life brochure at:

calarts.edu/life-at-calarts/campus-life/residence-life

The Application consists of the following forms:

- On-Campus Housing Form
- On-Campus Housing License Agreement
- Acknowledgement of License Agreement and Cancellation Terms
- Resident Information
- Gender Inclusive Housing Request
- Emergency Contact Information
- \$350 payment (\$325 deposit + \$25 non-refundable application fee)

IMPORTANT DATES

- On-Campus Housing 2018-19 is for the entire academic year, **September 2, 2018-May 18, 2019**.
- **May 4, 2018**—Application deadline for all students. Applications received after this deadline will be automatically placed on the waiting list.
- **July 27, 2018**—Cancellations after this date will not be refunded the \$325 deposit and will be charged a \$1000 contract breakage fee.
- **September 2, 2018**—Residence Halls open. New students are required to move in on this day. Returning students may move in anytime between September 2-7.
- **November 16, 2018**—Spring application cancellations after this date will not be refunded the \$325 deposit and will be charged a \$1000 contract breakage fee.

SUBMISSION INSTRUCTIONS

- Students should read the entire Application carefully and complete all necessary areas with current information. Applications must be signed by the Student named in the application and by the parent/guardian if the Student is under 18 years of age (California law applies).
- Return all completed and signed forms with a payment in the amount of \$350. Applications will not be accepted without payment.
- CalArts does not accept responsibility for applications and/or deposits sent to another office address.
- Returning residents do not need to make a payment with application. Deposit from the previous year will roll over if the student continues to live on campus.

WAYS TO PAY

- Electronic Check from your checking or savings account (no processing fee), or credit card (Mastercard, VISA or Discover, with a 2.55% processing fee) at: calarts.edu/housing-deposit
- Do not send cash. Deposits may be paid via bank wire. Wire transfer instructions can be found at: calarts.edu/tuition-and-financial-aid/payment-and-student-accounts/payment-options
- Check/Money Order mailed to address below and made payable to California Institute of the Arts

WAYS TO SUBMIT

- Mail: CalArts Residence Life
24700 McBean Parkway
Valencia, CA 91355
- Email: residencelife@calarts.edu
- Phone: 661-253-7897
- Fax to: 661-255-2758

MEAL PLANS

- All Chouinard residents are required to have a 10-meal/week plan. This meal plan is added automatically to the student's tuition bill. Students may upgrade to the 14- or 17-meal plan at any time.
- Additional meal plan information will be included in the housing confirmation packet.

LOTTERY & ROOMMATE INFORMATION

Placement in on-campus housing is determined by a lottery system. Notifications regarding the status of your application will be sent via email by **May 7, 2018** following the application deadline. A confirmation packet containing detailed information will be mailed in mid-May.

If you are a returning student with a specific roommate/suitemate request, you will be notified about whether your request has been granted at the same time as your placement notification. Group draw applications will either be secured together or placed on a wait list as individuals.

New students and returning students without specific roommate requests will be notified about their roommate/suitemate in early August.

DISABILITY RELATED HOUSING ACCOMMODATIONS

Inquiries for disability-related housing accommodations should be made directly to Assistant Dean of Student Affairs, Maria-Victoria Perez at m-vperez@calarts.edu by **April 27, 2018**. Appropriate documentation is required for consideration of accommodation requests. Upon review of documentation, a recommendation will be made to Residence Life regarding the Student's needs. Please submit documentation as early as possible to allow appropriate review time. Approval of accommodation requests is not guaranteed.

CALARTS RESIDENCE LIFE ON-CAMPUS HOUSING 2018-19

On-campus housing is for the entire academic year, September 2, 2018-May 18, 2019.

Student's Name: _____ CalArts ID#: _____
LAST NAME, FIRST NAME, MIDDLE INITIAL

CalArts email: _____@alum.calarts.edu Other email: _____

Preferred Name and Pronouns: _____ Birthdate: _____

Permanent Address: _____
NUMBER, STREET, APT. #

CITY, STATE/COUNTRY, ZIP CODE PRIMARY PHONE

Summer 2018 Address: _____
NUMBER, STREET, APT. #

CITY, STATE/COUNTRY, ZIP CODE PRIMARY PHONE

Parent/Guardian Name: _____
LAST NAME, FIRST NAME

Parent/Guardian Address: _____
NUMBER, STREET, APT. #, CITY, STATE/COUNTRY, ZIP CODE

Parent/Guardian Phone: _____
HOME, WORK, CELL

Student status: NEW/INCOMING RETURNING/CONTINUING

Year level as of September 2018: BFA1 BFA2 BFA3 BFA4 MFA1 MFA2 MFA3

School: ART CRITICAL STUDIES DANCE FILM/VIDEO MUSIC THEATER

Program: _____

I am applying for: FALL AND SPRING SEMESTER SPRING SEMESTER ONLY

Please select only one option:

- Chouinard Hall Double (\$6650)** Available to new & returning BFAs
- Chouinard Hall Single (\$9690)** Available to returning BFAs
- Ahmanson Hall (\$8500)** Available to new and returning MFAs, and returning BFA3s and BFA4s

Please select Disability Related Housing Accommodations if submitting additional documents for request.

- Disability Related Housing Accommodations** Instructions on cover page

The Student (and parent/guardian if student is under 18 years of age) hereby applies to the Institute for a license to use assigned residential living space on the Institute's campus, and certifies having read and understood the On-Campus Housing Application and License Agreement, which are incorporated by reference herein; that the statements made in the application are true and correct; and understands that any misrepresentations or false statements appearing hereon are material to the Application and the Agreement, and would constitute breach thereof.

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT/GUARDIAN

DATE

For office use only

DATE RECEIVED

RECEIPT NUMBER/DATE

PRIORITY CODE

AMOUNT \$

CALARTS RESIDENCE LIFE ON-CAMPUS HOUSING LICENSE AGREEMENT 2018-19

The On-Campus Housing License Agreement (“*Agreement*”) is entered into by and between the student whose name appears on the Agreement (and such person’s parent or guardian, if the student is under 18 years of age) (collectively, the “*Student*”) and California Institute of the Arts, a California nonprofit public benefit corporation (the “*Institute*”), who agree as follows:

1. REVOCABLE LICENSE

1.1 ROOM LICENSE—This Agreement is a revocable license, which grants to the Student permission to use an assigned residential living space (a “*Room*”) in one of the Institute’s two student-housing facilities (the “*Residence Halls*”) on campus. Such license is personal to the Student, and therefore the Student is prohibited from transferring or assigning Student’s Room, or any other right and interest in this Agreement, to any other person.

1.2 USE—The primary purpose of the Residence Halls is to function as a living space, conducive for all students to live, sleep and study, and the Student shall use the Residence Halls and occupy the Room accordingly.

2. RULES AND POLICIES

2.1 APPLICABLE RULES AND POLICIES—The Student agrees to comply with all rules and policies of the Institute relating to the Student’s use and occupancy of the Room and common areas of the Residence Hall, as such rules and policies may be revised from time to time. Such rules and policies include, without limitation, the following (each of which the Student acknowledges receiving):

- A) this Agreement
- B) the On-Campus Housing Application 2018-19
- C) the CalArts Residence Life Brochure

2.2 SCOPE AND ENFORCEMENT OF RULES—All of the Institute’s rules and policies described in Section 2.1 above are incorporated herein by this reference. If any inconsistency exists between such rules and policies and this Agreement, the provisions in this Agreement shall prevail. Any changes and additions to such rules and policies shall become effective and binding on the Student as of the date they are posted in Student’s Residence Hall or are otherwise officially announced by the Institute. The Student’s violation of such rules and policies shall be considered a breach of the Agreement and may result in the loss of housing.

3. ROOM CHARGES

3.1 FEES FOR THE SCHOOL YEAR (“*Housing Fee*”)—The fees below do not include meal plan fees.

- Ahmanson Hall: **\$8500**, single occupancy room/shared apartment
- Chouinard Hall: **\$6650**, double occupancy room
- Chouinard Hall: **\$9690**, single occupancy room

3.2 BILLINGS AND PAYMENT—The Institute will notify the Student regarding billing through the Student’s CalArts email registration instructions. The Housing Fee will appear on the Student’s tuition bill alongside all other Institute fees and will be split into separate charges for each semester. Billings are not sent to the Student’s parent/guardian. The Student’s failure to receive a bill does not relieve the Student of the responsibility of paying the Housing Fee by the due date set forth on the bill.

3.3 HOUSING FEE FOR THE ENTIRE YEAR—The Student is financially responsible for the entire academic year’s Housing Fee.

3.4 NOTIFICATION OF CANCELLATION—Fall semester students may cancel a reservation by submitting written notice no later than **July 27, 2018**. Cancellations after July 27 will result in a \$1000 contract breakage fee and loss of the \$325 deposit. Effective **September 2, 2018** (Residence Hall opening), the Student is financially responsible for the entire academic year’s Housing Fee for the Room. Cancellations after the Residence Hall opening must be submitted via appeal process and, if approved, will result in the loss of the \$325 housing deposit and 50% of remaining housing cost. Spring semester only applications will be subject to the same cancellation policies as stated above, effective **November 16, 2018**.

4. ROOM ASSIGNMENTS

4.1 ASSIGNMENTS AND REASSIGNMENTS—The rooms in the Residence Halls are designed for, and are intended to be occupied at all times during the academic year by at least two students per bedroom within Chouinard Hall and one student per bedroom within Ahmanson Hall. Therefore, all rooms are assigned on a non-exclusive basis. The Institute reserves the

right to reassign the Student and/or the Student's roommate(s) to different rooms and Residence Halls at any time if student occupancy numbers change or for any other reason deemed appropriate by the Institute in its sole and absolute discretion. The Residence Life Office reserves the right to make temporary assignments and accommodations as well.

- 4.2 WINTER BREAK**—No Room changes will occur during Winter Break, unless (1) initiated by the Institute or (2) a student has vacated the room prior to the deadline departure date, leaving the space ready for a new student. The Student can only change the Room assignment during Winter Break if approved by the Residence Life Office.
- 4.3 INCREASED HOUSING FEE FOR VACANCIES**—If the Student's roommate(s) vacates, a new roommate will be assigned. If there are no students on a wait list, or no other student is willing to room with the Student, the Institute reserves the right to charge the Student a Housing Fee to reflect the current occupancy.
- 4.4 NEW ROOMMATES**—The Student agrees, in the event of a vacancy in the Room, to accept a newly assigned student designated by the Residence Life Office. If time permits, the Residence Life Office will attempt to advise the Student of the next roommate's name and anticipated check-in date.
- 4.5 LIFESTYLE INCONSISTENCY; INSTITUTE'S TERMINATION RIGHT**—The Institute reserves the right to terminate this Agreement if in its sole and absolute discretion it determines that the Student consistently causes a roommate to vacate for any reason, including without limitation that the Student has a lifestyle inconsistent with the requirements of group living.
- 4.6 USE OF OTHER ROOMS AND AREAS**—The Student is not permitted to use or enter into any rooms assigned to other students without such other students' consent and/or the consent of the Residence Life Office. Further, the Student is never allowed to enter or use any part of the Residence Hall not designated for Student use.

5. TERM AND TERMINATION

- 5.1 TERM**—The term of this Agreement, and the Student's revocable license to occupy space within the Residence Hall, shall commence on **September 2, 2018** and shall terminate on **May 18, 2019** (the "*Term*"). The Student must vacate the Room by the end of the Term, which is the close of the academic year.
- 5.2 DELAY OF COMMENCEMENT OF TERM**—Notwithstanding Section 5.1, the Institute reserves the right to delay commencement of the Term and place the Student on the wait list for the Room if the Student has failed to check into the assigned Room and/or registered in school by the final registration deadline, which is (1) **September 14, 2018** for the Fall semester and (2) **January 18, 2019** for the Spring semester. As an on-campus resident, the Student does not have the right to register for school after such dates.
- 5.3 EARLY TERMINATION BY THE INSTITUTE**—The Institute shall have the right at its option (and in addition to other available remedies) to terminate this Agreement and revoke the Student's right to occupy the Room at any time after written notice to the Student (the "*Notice of Termination*"), and/or to terminate or to suspend any of the rights and privileges of the Student under this Agreement, for any of the following reasons:
- 5.3.1 MONETARY BREACH**—A failure of the Student to pay money due under or as a consequence of this Agreement, unless such payment is made within three days after the Institute's delivery of the Notice of Termination;
- 5.3.2 NON-MONETARY BREACH**—A violation by the Student of any of the other terms and conditions of this Agreement, including the rules, regulations and policies incorporated by reference in Section 2, above, unless such violation is, in the Institute's sole judgment, curable and the Student does cure such violation to the Institute's satisfaction within the period of time specified in the Notice of Termination;
- 5.3.3 HEALTH, SAFETY, GENERAL WELFARE OR EMERGENCY**—If the Institute finds, in its sole discretion, that such action is appropriate for reasons of health, safety, general welfare of its students or an emergency (unless such matter is, in the Institute's sole judgment, curable and the Student cures such matter to the Institute's satisfaction within the period of time specified in the Notice of Termination). Since each of the Residence Halls is a group living situation in which students are assigned Rooms as well as roommates, the Student agrees to respect the rights of other students and to behave in a manner conducive to a harmonious living environment as determined by the Institute. The Institute may therefore terminate this Agreement for general welfare purposes if the Student demonstrates an ongoing inability to abide by the requirements for such group living;
- 5.3.4 LOSS OF STUDENT STATUS**—The termination of the status of the Student as a currently enrolled student at the Institute for any reason, whether voluntary or involuntary.
- 5.4 INTERNAL REMEDIES—RIGHT TO APPEAL**—If, at its option, the Institute elects to utilize internal administrative procedures in connection with a Student breach or violation, Student may utilize Appeal procedures described in the Brochure. The use of any such internal procedures does not preclude or prevent the Institute's use of other appropriate legal remedies, including eviction.

5.5 CONSEQUENCE OF TERMINATION—If the Student fails to timely remedy the breach or violation described in the Notice of Termination, or if the Notice of Termination provides that the Student's breach or violation is non-curable, the following shall apply: (1) the Student shall vacate the Room and the Residence Hall at the time set by the Institute; (2) the Institute shall retain the Room deposit as liquidated damages for the Student's failure to perform his or her obligations under this Agreement; (3) the Institute shall be entitled to retain (or obtain from the Student if paid in installments) the Student's Room Fees; and (4) the Institute will assess the Student those damage charges applicable under this Agreement (if any), to the extent they exceed the amount of the Room deposit, provided the Institute has completed the established check-out procedure and the Student has settled in full all accounts and debts owing to the Institute. The Student hereby agrees that the liquidated damages fee noted above covers a portion of the Institute's costs resulting from the Student's failure to fulfill the terms of this Agreement, and that such fee is reasonable and accepted as liquidated damages caused by such circumstances because it is impractical and difficult to determine the exact amount of damage resulting from the Student's breach or violation.

STUDENT'S INITIALS: _____

5.6 EARLY TERMINATION BY STUDENT—The Student shall have the right, under limited circumstances, to receive a partial refund of the Housing Fee if the Student vacates the Room before the end of the Term. To obtain such refund, the Student must first notify the Residence Life Office of the Student's intention to move out of the Residence Hall (the "*Termination Petition*"). The Student's delivery of the Termination Petition to any other Institute office will be deemed inadequate notice to the Institute.

5.7 STUDENT'S TERMINATION PETITION—The Student must submit the signed Termination Petition (available online) to the Residence Life Office at least 30 days before the Student leaves the Room to maximize the amount of the Housing Fee which may be refunded to the Student. Termination Petitions for reasons other than listed below will be subject to approval by an appeals board, overseen by the Associate Dean of Students. The Student may submit a Termination Petition for any of the following reasons:

5.7.1—Academic withdrawal or leave of absence approved by the Institute;

5.7.2—The Student's financial disqualification from the Institute;

5.7.3—Illness, which suspends the Student's status as a student of the Institute, and;

5.7.4—Marriage by the Student, if the Student's spouse is not a registered student of the Institute.

Students who are released from this Agreement for one of the reasons set forth in Section 5.7 or approval through the Termination Petition are required to vacate their room within 48 hours of withdrawal.

5.8 CALCULATION OF REFUND OF HOUSING FEE—The amount of the Housing Fee refund shall be determined by the Residence Life Office in its sole and absolute discretion, taking into consideration all of the Institute's costs in connection with the termination of this Agreement and in attempting to find another student to occupy the Room. If the Student submits a Termination Petition and leaves the Residence Hall for one of the reasons set forth in Section 5.7 but continues to be a registered student of the Institute, the Residence Life Office shall have the right and option to offset, from the requested Housing Fee refund, a sum equal to 11% of the total Housing Fee multiplied by the number of weeks from the semester check-in date until the date the Student vacates the Room. If a termination for any reason other than those listed in Section 5.7 is approved by the appeals board, the Student will forfeit the \$325 deposit and 50% of the Housing Fee for the remaining term of this Agreement. Any refund of the Housing Fee shall not be delivered to the Student until after the Student has vacated the Room and pursuant to the terms of withdrawal: policies.calarts.edu/all-policies/withdrawal-from-the-institute-and-dormitory-refunds

6. SECURITY DEPOSIT

6.1 APPLICATION OF SECURITY DEPOSIT—Student has deposited with the Institute the sum of \$325 as security for the full performance by Student of all the terms, covenants and conditions of this Agreement. The Institute has the right to claim from such security deposit such amounts thereof as are reasonably necessary (1) to remedy the Student's failure to timely pay Housing Fee and other sums required by the Institute, (2) to repair any damages to the Residence Hall common areas or Room caused by the Student, (3) to clean the Room upon termination of this Agreement, (4) to reimburse the Institute for the cost of any lost keys, and (5) as an offset against any other sums owed by the Student to the Institute.

6.2 DAMAGES—Student is responsible for the security and care of the Room and all property contained therein including, without limitation, fixtures, and property within the Room. Student shall be responsible to immediately repay the Institute for costs incurred or estimated to be incurred in repairing and/or cleaning, damage, within the Room whether caused by the Student, Student's guest or invitees.

6.3 REIMBURSEMENT OF DEPOSIT—If the Institute claims any amounts of such security deposit during the Term for any of the purposes described above, the Student shall immediately pay to the Institute a sum equal to such amounts as have been claimed by the Institute for purposes of restoring the security deposit in full.

6.4 COMMINGLING OF FUNDS; NO INTEREST—The Institute may commingle any security deposit with its own funds and shall have no obligation to pay any interest on the security deposit. The Institute reserves the right to increase the amount of the security deposit for the following school year. Within 21 days after the Student vacates the Room, the Institute shall provide the Student with an itemized statement of the amount of the security deposit received and the amounts utilized by the Institute as provided in Section 6.1 and return any remaining security deposit to the Student.

7. GUEST POLICY

7.1 GUEST REGISTRATION—All individuals who are visiting the Student (“Guests”) must be registered by the Student with the Residence Life Office prior to the arrival of the Guests. The Student is not allowed to have Guests stay in the Student’s Room for more than 3 days per semester without permission from the Residence Life Director and the Student’s roommate(s). Students who do not register their Guest will incur a \$35 guest policy violation fee.

7.2 GUEST RESPONSIBILITIES AND REMOVAL—The Student is solely responsible for any personal injury or property damage to the Institute, its employees and students and third parties resulting from the acts and omissions of the Student and/or the Student’s Guests, and the Student must remain in the company of their Guests at all times during the Guests’ visits to the campus. Any student residing in the Residence Hall may request that the Student’s Guests leave, pursuant to the Institute’s Residence Life Guest Policy. Further, the Institute reserves the right to immediately remove from campus any Guest who uses illegal substances, becomes intoxicated, or verbally or physically abuses a registered student or employee of the Institute.

8. DEADLINE TO VACATE; FEE FOR DELAY

8.1 VACATION OF ROOM UPON VARIOUS EVENTS—

- If the Student withdraws from school while classes are in session, the Student must vacate the Room within 48 hours from the date indicated on the Leave Form as the last date of class attendance.
- If the Student withdraws between the first and second semester, the Student must vacate the Room by **12pm, December 15, 2018**.
- The Student must vacate the Room within 48 hours after a termination of this Agreement by the Institute under Section 5.
- In any event, the Student must vacate the Room at the end of the Term, and checkout by **4 pm, May 18, 2019**.

8.2 FEE FOR DELAY IN VACATING—If the Student has not vacated the Room and properly checked out by the applicable withdrawal date, the Student will be charged a rate of \$200 per night until the Student does so.

9. CASUALTY AND OTHER EXIGENCY

9.1 TERMINATION OF AGREEMENT ON CASUALTY, ETC.—If the Room or other portions of the Residence Hall are destroyed or become unavailable as the result of a casualty (e.g., fire, earthquake, natural disaster), condemnation or other conditions not reasonably foreseen or outside of the Institute’s control (including but not limited to the need for the Institute to comply with state or federal law and interruptions of basic services), the Institute shall have the right and option to terminate this Agreement on not less than 3 days notice to the Student. In such event, the Student will be entitled to a pro rata refund of any Housing Fee applicable to periods after the Student is required to move out of the Room, as the Student’s exclusive remedy.

9.2 PERSONAL PROPERTY—The Institute assumes no responsibility for and is not liable for any loss or damage of the Student’s personal property. The Institute recommends that the Student purchase outside insurance to protect the Student against loss, damage or theft of the Student’s personal property.

10. INDEMNIFICATION

The Student shall indemnify, defend and hold harmless the Institute and its officers, agents and employees from any and all liability, claims, loss, damages and expenses (collectively “Loss”), including attorney’s fees and costs, arising by reason of any injury, loss or damage to person or property from any cause whatsoever, arising out of the Student’s or Student’s Guest’s use or occupancy of the Room and/or Residence Hall or breach of this agreement, except to the extent such Loss arises out of the sole gross negligence or intentional misconduct of the Institute or its officers or employees.

11. GENERAL PROVISIONS

11.1 AHMANSON HALL FIRE ROAD—Ahmanson Hall Road is a fire road and may be used only for loading/unloading for a maximum of 20 minutes. All vehicles must park in designated parking areas. A \$50 fine is assessed for any violation of the Ahmanson Hall Road restrictions. The Los Angeles County Fire Department may tow any vehicle remaining on the fire road for a period of time extending longer than the allowed 20 minutes.

11.2 ALCOHOL—Alcohol is not allowed in any of the public areas of the Residence Halls. Students under the age of 21 may not purchase, use or have alcohol in their possession. If the Student is of legal age in the State of California to purchase,

consume and possess alcoholic beverages, the Student may do so only in the confines of the Room. Alcoholic beverages shall be sealed for transportation to and from the Student's Room. The purchase and sale of alcoholic beverages is prohibited in the Residence Halls. No person shall provide any alcoholic beverages to any person not of legal age for possession or consumption of such beverages. Refer to the Institute Alcohol Policy and the Brochure for more information.

- 11.3 ALTERATIONS**—The Student shall not make any alterations or improvements to the Room without the prior written permission of the Institute, which it may withhold in its sole and absolute discretion. Alterations and improvements which require the Institute's permission include, but are not limited to: painting, wallpapering or other changes to the walls or ceiling; removing closet doors or window screens; installing shelves or flooring; installing deadbolt locks and making any changes or modifications to the existing furniture. Any approved alterations and improvements shall become the property of the Institute, and shall not be removed upon the expiration of the Term. If the Student makes any unauthorized alterations or improvements, the Institute shall have the right and option to require the Student to return the Room to its prior condition, at no cost to the Institute, or the Institute may do so at the Student's expense.
- 11.4 APPLICABLE LAW AND VENUE**—This Agreement shall be governed by and construed in accordance with the laws of the State of California applicable to contracts made and to be performed therein. The Student agrees to submit to the jurisdiction of the federal and state courts in Los Angeles County, California, for the resolution of any disputes arising hereunder.
- 11.5 ATTORNEYS FEES**—The Student agrees to pay all attorney's fees and costs in any action relating to this Agreement, including but not limited to any action to recover possession of the Room.
- 11.6 CERTIFICATION**—The Student certifies having read and understood this Agreement and the On-Campus Housing Application 2018-19, which are incorporated by reference herein; that the statements made in the application are true and correct; and understands that any misrepresentations or false statements appearing hereon are material to the Agreement and the Application, and would constitute breach thereof.
- 11.7 CHOUINARD HALL POOL**—The swimming pool located in the center courtyard of Chouinard Hall is available for use by all registered students. There is no lifeguard on duty. Posted rules must be adhered to at all times while in the pool area. Students are responsible for keeping pool area clear of trash and debris. No alcohol or glass of any kind is permitted in the pool area. In accordance with state and county health laws, dogs are not permitted within 40 feet of the pool area. Therefore, dogs are not permitted on Residence Hall property at any time. Violators will be fined. Students will be held responsible for the violation fines incurred by their guests.
- 11.8 CLEANING**—No daily maid service is provided within the Residence Halls. Chouinard Hall residents are responsible for the cleanliness of their rooms and bathrooms. Ahmanson Hall residents are responsible for the cleanliness of their room, bathroom and common areas within their suite, including the outdoor patio area connected to the suite.
- 11.9 COUNTERPARTS**—This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which shall be considered a single instrument.
- 11.10 DOORS AND SHADES**—The Student is responsible for keeping doors to the Room locked at all times, and keeping the shades drawn in the evening.
- 11.11 DRUGS PROHIBITED**—The Student's use, possession or distribution of illegal drugs, simulated drugs or drug paraphernalia, or any other violation by the Student of the Institute's Alcohol and Drug Policy, constitutes a material breach of this Agreement, which entitles the Institute to, among other things, terminate this Agreement and require the Student to vacate the Room within 3 days after applicable notice.
- 11.12 EMERGENCY EQUIPMENT**—County fire and building codes require smoke alarms in each bedroom. Tampering or obstructing emergency equipment, including fire alarms, hoses, extinguishers, smoke and heat detectors, exit signs and lights, is prohibited. Falsely sounding the alarm, forcing of doors or otherwise hindering the operation of Residence Halls elevators is also prohibited. Violations of the fire code may cause loss of housing. Pulling a fire alarm without cause is classified as a "malicious act" subject to a \$1500 fine by the Los Angeles County Fire Department. This act is a misdemeanor crime and persons can be arrested whether or not the Los Angeles County Fire Department arrives on campus.
- 11.13 EXTERIOR ROOM DOORS**—Students may only have dry erase boards on the outside of the room door. Any other items such as, but not limited to, stickers, bulletin boards, paper, and posters are not permitted.
- 11.14 FIRE CODE/FURNITURE**—Students are responsible for making sure any drapes, fabric-covered furniture, or any fabric used for decorative purposes brought into the room or suite are "fireproofed." Fabric-covered furniture must have a tag that states they are in compliance with fire regulation 117 or 133.

- 11.15 HEALTH AND SAFETY INSPECTIONS**—Health and Safety Inspections occur a minimum of two times per academic year. Inspections are necessary to confirm that residents are maintaining their personal space in a clean and sanitary manner. Any resident causing a health hazard by refusing to clean or by damaging property will be asked to vacate the premises.
- 11.16 INSTITUTE'S RIGHT OF ENTRY**—The Institute and its authorized agents and employees may enter the Student's Room at any time (1) with advance notice to make necessary or desirable inspections (which shall occur on a regular basis) and for maintenance and repairs and (2) with or without notice for the security of the Student and other students, for health, safety and emergency purposes, for administrative necessity, and to investigate when the Institute's authorized agents and employees believe in good faith, that they have a reason to suspect that a violation of Institute policies may be occurring. **Thus, the Residence Life Director and the Director's representatives have the right to enter the Student's Room at any time without advance notice when the Institute's representatives, including without limitation to the Residence Life Director, have a reason to suspect that illegal substances, weapons, ammunition, explosives, fireworks, flammable materials, and other contraband may be in the Room. Under such circumstances, it is not necessary that the Student be present, nor will the Student's refusal, either verbal or physical, prevent an entry or inspection. By executing this Agreement, the Student irrevocably consents to such entry and inspection of the Room. In addition, the Student agrees that the Institute, its authorized agents and employees may confiscate and not return any item or substance within the Student's room or Residence Hall if they reasonably determine that such item or substance is associated with or evidences a violation of any federal, state or local law or the Institute's rules and policies.**
- 11.17 INTEGRATION**—This Agreement (including the attached exhibits, if applicable, and Institute's incorporated Rules and Policies) represents the entire Agreement and understanding between the parties concerning the Student's license to use the Residence Hall and the Room, and all other agreements of any nature, oral or written, express or implied, are superseded by this Agreement.
- 11.18 KEYS**—Keys are for the Student only and shall not, under any circumstances, be loaned, borrowed or otherwise relinquished to any other individual. The Student is prohibited from duplicating or modifying keys. The keys are the property of the Institute and the Student must return the keys at the end of the Term. Loss of keys will result in a lock change at the Student's expense.
- 11.19 MAINTENANCE OF ROOM**—The Student agrees to maintain in a clean and safe condition, the Room (including the area directly outside of the doors and the patio areas) and to leave the Room in a clean and orderly condition at the end of the Term. Balconies are to be kept clear at all times. Chouinard Hall balconies are for decorative purposes only.
- 11.20 MEGAN'S LAW NOTICE**—The California Department of Justice, Sheriff's departments, Police departments serving 200,000 or more and many other law enforcement authorities maintain for public access a database of the locations of persons required to register pursuant to paragraph (1) of subdivision (a) of Section 290.4 of the Penal Code. The database is updated on a quarterly basis as a source of information about the presence of these individuals in any neighborhood. The California Department of Justice also maintains a Sex Offender Identification Line through which inquiries about individuals may be made. This is a "900" telephone service. Callers must have specific information about individuals they are checking. Information regarding neighborhoods is not available through the "900" telephone service. More specific information can be accessed at: meganslaw.ca.gov
- 11.21 ANIMALS**—Except for service or assistance animals as defined by applicable law whose presence has been authorized in writing by the Institute, animals of any kind are not allowed in the Residence Halls/Student Rooms including animals belonging to Student's Guests regardless of the length of the visit.
- 11.22 NO RESPONSIBILITY FOR ELECTRICAL OVERLOAD**—There is minimal electrical wattage available for the Room. Therefore, any additional equipment such as phones, computers, printers, refrigerators, televisions, stereos etc. may cause an electrical overload. The Institute will NOT be responsible for damage to equipment due to electrical overloads.
- 11.23 NO TAXABLE POSSESSORY INTEREST**—This Agreement only grants the Student a revocable license to use the Room the Residence Life Office assigns to the Student. This Agreement does not create a taxable possessory interest. The Institute is a private institution, and therefore the Room may not constitute as qualification for any California State Renter's Credit.
- 11.24 NO WATERBEDS**—Waterbeds are NOT permitted within the Student's Room.
- 11.25 NOISE**—"Quiet Hours" are 11pm-9am seven days a week. At all times there shall be NO loud noises that are disruptive or inconsiderate to other students. Please see the Brochure for more information.
- 11.26 NON-WAIVER**—The Institute's waiver of any breach of a term or condition of this Agreement shall not constitute the Institute's waiver of any subsequent breach.
- 11.27 PAINTING**—Residents may not paint the rooms, suites, or common areas within the Residence Halls. All living spaces must

remain their original color. Use of personal cans of paint or spray paint in the Residence Halls is prohibited.

11.28 PARKING AND VEHICLES—Students with vehicles must display a parking permit in the front left window. Vehicles illegally parked in a red zone, handicapped, reserved, visitors space or parking longer than 20 minutes in a green zone will receive a parking violation notice on their vehicle and a fine will be levied by the Institute. Parking regulations are enforced 24 hours. Vehicles parked in unauthorized areas without visible registration may be secured with an immovable boot or towed at the owner's expense.

11.29 RESIDENCE LIFE PROBATION—Students who violate any Institute policy may be placed on Residence Life Probation. The Institute is concerned with conditions that disrupt the on-campus living environment and will in all cases act accordingly. The Student will be notified in writing and probation will last no less than one academic semester. All conversations regarding Residence Life violations will be documented and kept on file. Violation of Residence Life Probation will result in termination of the Student's On-Campus Housing License Agreement and a notice to vacate will be given.

11.30 SMOKING RESTRICTIONS—Smoking is prohibited anywhere in the Residence Halls, including public areas (e.g. balconies, stairwells, etc.). Smoking is allowed 25 feet away from buildings or further if residents in surrounding rooms or facilities are not bothered by the smoke. In addition to the Institute's right to enforce such remedies as it deems appropriate as a result of such breach, violators are subject to fines as established in the Rules and Policies.

11.31 STUDIO/REHEARSAL SPACE—All rehearsals must be held in the Main Building and are not permitted within the Residence Halls. Students may not use the Room as a private studio, practice, or rehearsal space. Instruments of any kind cannot be played on Residence Hall property. Art supplies may not be stored or used in private rooms or common areas within the Residence Halls. Under certain circumstances students may request to use common areas of the Residence Halls for their class projects. Each request must be accompanied by the appropriate paperwork supplied and approved by the Residence Life Office.

11.32 VACATING ROOM; DISPOSITION OF PERSONAL PROPERTY—When the Student vacates the Room and Residence Halls at the end of the Term, or upon cancellation or termination of this Agreement, the Student must remove all personal property and shall leave the Room, its furnishings, fixtures, and any appliances in as good an order and condition as the same were upon commencement of the Student's occupancy, with reasonable wear and tear excepted. The Student acknowledges that items left in the Room, or elsewhere in the Residence Halls, after vacating or termination of this Agreement shall be deemed to be abandoned property and may be immediately disposed of by the Institute, in its sole discretion. Any costs incurred by the Institute associated with such disposal will be the financial responsibility of the Student. There is no obligation on the part of the Institute to store any items deemed as abandoned in the Room, or elsewhere in the Residence Halls, nor to reimburse the Student for any loss.

11.33 VEHICLES REGULATION—Mopeds and other motorized vehicles are prohibited within the Residence Hall and in the Room. Skateboards, bicycles, roller skates, rollerblades, etc. may not be ridden in the Residence Hall, any/all areas considered Residence Hall property, or any other building on campus, including the pool area.

This agreement is executed as of the day and year set forth below:

STUDENT'S PRINTED NAME	SIGNATURE OF STUDENT	DATE
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PARENT/GUARDIAN'S PRINTED NAME	SIGNATURE OF PARENT/GUARDIAN (IF STUDENT IS UNDER 18)	DATE
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California Institute of the Arts is a California nonprofit public benefit corporation.

For office use only

BY _____

DATE _____

CALARTS RESIDENCE LIFE ACKNOWLEDGMENT OF LICENSE AGREEMENT AND CANCELLATION TERMS 2018-19

NAME OF STUDENT: _____

I have read and understood that the CalArts On-Campus Housing License Agreement 2018-19 is for the entire academic year. Should I choose to move off campus anytime before **May 18, 2019**, I am responsible for the Housing Fee for the entire academic year. (For example, should you choose to move out of the Residence Halls at the end of Fall semester, you will still be financially responsible for Spring semester fees. Please read your License Agreement in full for specific details.)

In addition, I have read and I understood the following:

- **THE CANCELLATION DEADLINE IS JULY 27, 2018 BY 5 PM.** Every student has until this date to cancel the Application/License Agreement and be refunded the full \$325 deposit. In addition, the Student will not be responsible for the Housing Fee. All cancellations must be submitted in writing via USPS or email.

CalArts Residence Life
24700 McBean Parkway
Valencia, CA 91355
residencelife@calarts.edu

- After **July 27, 2018**, but before the Residence Hall opening on **September 2, 2018**, students with a secured space can cancel their Application/License Agreement. However, the \$325 deposit will not be refunded and a \$1000 contract breakage fee will be incurred. The student will not be financially responsible for the Housing Fee.
- Effective **September 2, 2018**, any student with a secured space is financially responsible for the entire academic year's fees and no deposit refund will be given. Any student wishing to cancel their application after September 2, 2018 will need to submit a termination petition as outlined in Section 5.7 of the License Agreement and will be subject to the terms listed. Cancellations after September 2, 2018 must be submitted via the termination petition form available in the Residence Life Office.
- Any student on the wait list stays on the wait list until (1) the student receives a secured space or (2) the student submits a written cancellation request. Students on the wait list can cancel at any time and be refunded the deposit. Wait list applicants will receive notification by email when they receive a space. Once a wait list applicant receives a secured space, all cancellation deadlines apply.
- It is imperative to cancel your wait list application as soon as possible should you no longer have a need for on-campus housing so that the Residence Life Office does not secure you a space which you do not need and/or want.
- Effective **November 16, 2018**, any student with a secured space for Spring semester is financially responsible for the entire semester's fees. If a student with a secured space cancels after this date, they will not be refunded the \$325 deposit and will be charged a \$1000 contract breakage fee. Any student wishing to cancel their application after the Residence Hall opening of Spring semester **January 9, 2019** will need to submit a termination petition as outlined in Section 5.7 of the License Agreement and will be subject to terms listed.

STUDENT'S SIGNATURE _____

DATE _____

CALARTS RESIDENCE LIFE RESIDENT INFORMATION 2018-19

Roommate matching is very important to us. We do not use any type of software to make assignments. Each applicant is personally matched with a roommate(s) and/or suitemates using the information provided on this form. The information provided here is very subjective; for example, your idea of "clean" may not be the same as your roommate's. Communication, respect and patience will be key to creating a positive experience. This form must be completed by all applicants. Please select or fill in the appropriate answers where choices are offered. **Specific requests cannot be guaranteed, but we will try to honor any requests made on this form.**

Student's Name: _____
LAST, FIRST PREFERRED NAME

Birthdate: _____ Age as of September 2018: _____

I would like to live in a gender inclusive housing space.
(For this option, students must complete the Gender Inclusive Housing Request)

I would like to live in a single gender housing space.
Gender: _____
(Ahmanson Hall is typically co-ed and single gender suites cannot be guaranteed.)

Student status: NEW/INCOMING RETURNING/CONTINUING

Year level as of September 2018: BFA1 BFA2 BFA3 BFA4 MFA1 MFA2 MFA3

Are you an international student? Yes No

School: ART CRITICAL STUDIES DANCE FILM/VIDEO MUSIC THEATER

Program: _____

If you are returning to on-campus housing, your current room number: _____

Do you request the same room? Yes No Specific room/apartment number request: _____

Specific roommate/suitemate request (list additional names in the space at the end of this form):

NAME(S)

Do you prefer a 24-hour "quiet hall"? Yes No

Do you like to study in your room? Yes No

Are you looking for a roommate that: does things together is a friend wants to share space

Do you tend to be: an early riser a late nighter both

Are you? messy clean

Do you like constant background noise? Yes No If yes, which do you tend to use? TV Music

Do you like to cook? Yes No

Do you have a specific dietary program? Yes No

If yes, please specify: Vegan Vegetarian Gluten-free Kosher Medically supervised
 Other: _____

How do you feel about roommates touching or borrowing your items? _____

How do you feel about guests? Overnight guests? _____

Would you prefer your room to be a social hub, a quiet sanctuary, or somewhere in the middle? _____

Room temperature preference? Slightly cool Slightly warm Window always open Don't care

Do you have medical concerns, such as allergies, that may impact your roommate selection? Yes No

If yes, please specify: _____

Are you a smoker? Yes No

Are you interested in living in a substance-free environment? Please note, no illegal substances are allowed in the Residence Halls. Yes No

Do you speak any languages other than English (including sign language)? _____

Are you planning to bring a vehicle? Yes No

Briefly describe how you relax and spend your free time. What are some important hobbies or activities you would like to continue while living in the residence halls?

Please describe your ideal roommate:

Please provide as much additional information as possible that you think or feel could be relevant to matching you with a compatible roommate/suitemate. This is a chance for you to tell us anything a future roommate should know about you.

CALARTS RESIDENCE LIFE GENDER INCLUSIVE HOUSING REQUEST 2018-19

Students who do not wish to be considered for Gender Inclusive Housing do not need to complete this supplemental request form and will be matched with a roommate/suitemate(s) following our single gender roommate pairing procedures.

Recognizing that single-gender housing may not be appropriate or comfortable for all students, CalArts Residence Life offers Gender Inclusive residences in both Chouinard and Ahmanson Halls. Students selecting Gender Inclusive Housing will be electing to have roommates/suitemates from across the gender identity spectrum and acknowledge that they would like to be matched with roommates/suitemates on a gender-blind basis. Gender Inclusive Housing allows for an environment where student housing is not restricted by the gender binary. We believe that it is important that our housing policies evolve to meet the needs of all students to create an inclusive, welcoming environment.

If you would like to live in Gender Inclusive Housing, please fill out the information below and return it along with the rest of the housing application. If you have a specific roommate/suitemate(s) in mind, you can complete this form and add their names to your housing application. To be placed with a specific roommate/suitemate(s), they must also request you on their application.

Preferred Name: _____ CalArts ID#: _____

My gender identity is (optional): _____

My pronouns are (optional): _____

I would prefer to share a room with someone who has the following gender identity (optional):

In your own words explain why it is important for you to live in a Gender Inclusive Housing:

STUDENT SIGNATURE

DATE

CALARTS RESIDENCE LIFE EMERGENCY CONTACT INFORMATION 2018-19

PLEASE PROVIDE CONTACT INFORMATION FOR TWO DIFFERENT PEOPLE TO NOTIFY IN CASE OF AN EMERGENCY:

Student Name: _____

EMERGENCY CONTACT NAME: _____

Relationship to Student: _____

Address: _____

Email: _____

Phone: _____

HOME, WORK, CELL

EMERGENCY CONTACT NAME: _____

Relationship to Student: _____

Address: _____

Email: _____

Phone: _____

HOME, WORK, CELL

STUDENT SIGNATURE

DATE