2016-2017
International
Undergraduate
Housing Contract
LIM College and 1760 REALTY are proud to offer LIM College students housing accommodations at 1760 Third Avenue, in Manhattan, for the 2016-2017 academic year. You and LIM College share a mutual responsibility to assure a dignified, respectable, and constructive experience in group urban living. We do our best to provide a congenial, comfortable and culturally enriching atmosphere for all students. We expect you to abide by our rules and regulations so that we can maintain this environment.

Please read the following sections carefully, so that you become fully aware of the regulations and procedures in this contract. After you have read them, sign the Housing Contract and retain the rules and regulations for your review. Your signature indicates that you will comply with these terms and conditions, regulations and procedures. This document is a contract and summarizes the respective legal obligations between you and LIM College and is an agreement to the rules and regulations established by LIM College’s Student Code of Conduct, which can be found online at http://www.limcollege.edu/studentcodeofconduct

I) Room Occupancy and Guests

1) Priority for student housing is given to students who maintain full-time matriculation status. Vacancies may be filled with other students participating in LIM College programs and other eligible persons within the sole discretion of LIM College. This housing contract is for the full 2016-2017 academic year (fall and spring semesters). Signing this contract obligates you for the costs of housing for the full academic year regardless of whether or not you continue to live at 1760 Third Avenue for the full academic year.

2) LIM College makes every effort to give room assignments in accordance with lifestyle preferences listed on the housing application. Assignments are made without regard to ancestry, race, national origin, age, religion, disability, veteran status or sexual orientation.

3) No other person may use your room or any other bed in your room without the prior written consent of LIM College. You may not sublet or assign the rights to your room.

4) You must not occupy or intrude upon the other areas of the room in a way that deter your roommate(s) or future roommate(s) from occupying that space or interferes with your roommate(s) use of the room. If you do not comply with this provision, you will be charged for use of the additional space.

5) You must reside in your assigned room. You may not switch rooms or roommates or permit any part of the room to be shared by persons not assigned by LIM College. No changes in room assignments may be made without the prior written approval of the LIM College Office of Housing & Residence Life.

6) LIM College reserves the right to assign a new occupant to fill a vacancy, to make changes to room assignments, and to reassign or remove any student from the residence hall.

7) There are no room changes within the first two weeks after each semester begins. Room transfers may only be made after receiving written approval from LIM College’s Director of Housing & Residence Life or designee. LIM College reserves the right to reassign a resident within its discretion. Consolidation may be necessary and may result in the College moving together residents who are paying for a double or triple occupancy room but are in a room by themselves. If a student refuses to move when requested, he/she will be charged for the use of multiple bed spaces.

8) Guests: Daytime Policy

Daytime guests are permitted in the building and in the rooms with express permission from all roommate(s) starting at 8:00a.m. every day and are required to leave by 12:00 a.m., unless the guest has received an overnight guest pass, as described below. Daytime guests must leave the building by midnight and return their visitors pass at the security desk or they will be considered an overnight guest.

Regardless of the length of stay, all guests are expected to abide by all LIM College and 1760 REALTY policies, procedures, regulations and standards. The resident host is responsible for the actions of his/her guests at all times. Any guest who violates any LIM College or building policies while in a student’s room or any other areas of the building will be asked to leave the residence hall and will be subject to all applicable legal sanctions. All guests must register at the security desk with the resident host. Both the guest and the host must supply a current, valid photo ID.

Guests without proper identification are not permitted. The propriety and sufficiency of the identification is within the sole discretion of LIM College or 1760 REALTY staff. Upon departure, guests must sign out at the security desk and return their guest pass. The resident host must escort guests at all times while inside the building and is responsible for the guest signing in and out. Guests under the age of 17 must be accompanied by their parent or guardian or receive written permission from LIM College’s Office of Housing & Residence Life at least three calendar days prior to visiting the residence hall.

9) Guests: Overnight Policy

Overnight guests will not be permitted at the residence hall during the first two weeks after each semester begins without prior written permission from the LIM College Office of Housing & Residence Life. Other than as limited above, overnight guests are permitted in the building and in a resident host’s room with express permission from the roommate(s). If any
residents do not want overnight guests in their room, it must be indicated on their roommate agreement. In these cases, overnight guests will not be permitted in the room without written permission from all roommates. It is the resident host’s responsibility to request an overnight guest pass by completing and turning in the Overnight Guest Form to LIM College’s Office of Housing & Residence Life no later than 10:30 p.m. the day of the visitor’s arrival.

All overnight guests must receive an overnight guest pass to remain in the building after designated daytime visiting hours. This pass must be carried with the guest at all times. In no event may a resident have an overnight guest for more than seven nights in any month, whether consecutive or not. There are no fees for an overnight guest the first three consecutive nights. A guest who stays between four and seven consecutive nights must pay $20 per day to the LIM College Office of Housing & Residence Life. This fee will be collected prior to the arrival of the guest if the stay is approved. If approved by the roommate (s), residents may host up to two guests for one night by using two of their allotted seven nights (two guests for three nights = six nights). However, no room can have more than double its room occupancy at any given time. **Guests must be accompanied by the resident host at all times while in the building.**

10) Room key cards may not be duplicated and/or loaned to anyone, including family, friends or other residents. Room key cards may not be left in mailboxes.

11) Individuals who become locked out of their room should go to the Office of Housing & Residence Life — which is open Monday to Friday from 9:00 a.m. to 6:00 p.m. and 7:00 p.m. to 11:00 p.m. and on Saturday and Sunday from 7:00 p.m. to 11:00 p.m. — and to the security desk at all other times. Students will be charged a $5 fee by LIM College after the first lockout. This fee will be deducted from the resident’s LIM College housing security deposit and/or charged to the resident as a damage fee.

II) **Conditions of the Residence**

1) All students must abide by the policies, procedures and expectations in the Student Code of Conduct and Housing & Residence Life Handbook, which are incorporated into this document for reference. Current versions of these documents are also available on LIM College’s website [www.limcollege.edu](http://www.limcollege.edu). Violations of any LIM College policies or procedures will result in disciplinary action up to and including a referral to the Disciplinary Hearing Board for dismissal from housing and/or the College. If a student is removed from housing for disciplinary reasons there will be **no refund of any payments made by or on behalf of the student.**

2) All maintenance concerns should be reported immediately through the website [www.studenhousing.org/repairs](http://www.studenhousing.org/repairs). The Office of Housing & Residence Life or the 1760 REALTY security desk should be contacted for emergency maintenance requests.

3) Each room is provided with a specific set of furnishings. Residents may not add furniture and furniture may not be taken out of the room. A fee of $100 per day will be assessed for any violations of this provision. Room fixtures, such as lamps or window blinds, may not be changed or removed. Residents may not remove or trade furniture with other rooms/residents. If the room has sustained damage beyond usual wear and tear, as determined solely by 1760 REALTY and/or LIM College, residents will be charged the cost of repairs. Students may not remove any furnishings from the building’s lounge spaces. Those found in violation of this provision will be subject to disciplinary action by LIM College.

4) Nothing may be painted on the walls. Cellophane or double-sided tape may not be used. Any damage to the walls, floors or furnishings caused by residents or their guests will be deducted from the security deposit and/or charged to the residents as a damage fee.

5) Smoking is not permitted anywhere in the building, including your room. The use of vaporizers and e-cigarettes is also prohibited. To smoke, you must go outside of the building and be at least 20 feet away from the entrance. You may not smoke directly in front of the building or block the entrance.

6) The possession or use of drugs not prescribed by your own physician, as well as illegal drugs and substances, is strictly prohibited. Students found to be in possession of controlled substances or paraphernalia are subject to disciplinary action by LIM College and referral to law enforcement authorities.

7) Alcohol, including beer, is not permitted on the premises, regardless of your age. Students found to be in possession of alcohol or in an intoxicated state are subject to disciplinary action by LIM College and referral to law enforcement authorities.

8) Noxious substances, incendiary materials, explosives and/or firearms or weapons of any kind are strictly prohibited. Candles, incense, flammable decorations such as Christmas lights etc., fireworks, smoke laden materials/vapors, fog machines and/or such instruments are also prohibited. If these items are found in the room they will be confiscated and disposed.

9) The use or possession of specified electrical equipment in residents’ rooms or common kitchens, other than those provided by 1760 REALTY (or for which prior written authorization has been granted), is not permitted. This includes electric or gas-powered...
heaters, electric cooking appliances, heating and
toasting appliances and halogen lighting equipment.
Such equipment will be removed without notice.

10) Window guards are to be kept in their original
positions. Nothing is to be kept on the outside window
ledges or hung from the windows.

11) Nothing may be thrown from the windows.

12) 1760 REALTY and LIM College are not responsible
for any items that disappear or are stolen from
residents’ rooms.

13) 1760 REALTY and LIM College do not vouch for the
behavior of any of the residents or their guests.

14) Complaints relating to the residence hall and/or its
residents should be reported in writing immediately to
the LIM College Office of Housing & Residence Life.
Urgent matters should be reported by calling the
Office of Housing & Residence Life during regular
business hours at 212-752-1530 Ext. 330 or by
contacting the Professional Staff emergency number at
212-752-1530 Ext. 411 or the Resident Advisor duty
phone at 646-529-7536 (between 7:00 p.m. and 7:00
a.m.) or front desk security at 212-600–5555 when the
Office of Housing & Residence Life is closed. These
numbers will be supplied again to all residents upon
check-in to the residence hall.

15) Residents of this building shall not engage in
objectionable conduct. Objectionable conduct is
behavior that makes or may make the building or
spaces within the building less fit to live in for you or
other residents, and also includes, but is not limited to,
anything that interferes with the rights of others to
properly and peacefully enjoy their rooms, or causes
conditions that are dangerous, hazardous, unsanitary,
inappropriate, and/or detrimental to other residents,
employees, or guests in the building.

16) Quiet is to prevail on residence hall floors between
11:00 p.m. and 9:00 a.m., so as not to disturb other
residents who may be sleeping or studying. Courteous
behavior regarding noise levels is expected at all
times. Quiet Hours are enforced 24 hours a day
throughout final exams week (beginning with LIM
College’s first scheduled finals).

17) The residence hall is not designed for playing
amplified musical instruments or high-watt stereo
equipment. Students who wish to play or practice
should wear headphones or muffle their instruments.
Playing instruments is not permitted during Quiet
Hours.

18) Residents may not use the name of 1760 REALTY or
LIM College in any way for business purposes or in
any form of advertising.

19) No written materials, such as printed handbills,
solicitations, or posters, may be placed on the door of
residents’ rooms. Bulletin boards are available for
appropriate postings, which must have prior approval
from the LIM College Office of Housing & Residence
Life.

20) Residents must swipe their identification cards/room
key cards at the designated turnstiles each time they
enter the building. No resident may use his/her
identification card/room key card to allow another
individual into the building. Residents must show their
identification card if requested by LIM College or
1760 REALTY.

21) No locks, other than those provided by 1760
REALTY, may be installed by or for a resident on any
room, closet, or other door.

22) Residents may not use any room or space other than
their own for meetings or gatherings without prior
written permission from the LIM College Office of
Housing & Residence Life and 1760 REALTY.

23) The roof and balconies of the building are off-limits.

24) Residents are not permitted to leave any items
(including doormats) in the hallway. Items left in the
hallway may be removed by building personnel.

25) Each resident is responsible for checking his or her
assigned mailbox daily, since important messages
from 1760 REALTY, LIM College or outside sources
may be left there.

26) No pets are permitted in the residence hall at any
time.

27) Authorized employees of 1760 REALTY and LIM
College have the right to enter rooms without notice
for cleaning, repairs or inspection whether residents
are present or not.

28) Residents are responsible for keeping their rooms
clean. This includes keeping food in appropriate
storage containers, regularly cleaning the bedroom and
bathroom, cleaning eating utensils, promptly
disposing of trash in the designated chutes on each
floor, and keeping laundry clean, to help keep the
room clean and free of pests. The staff conducts health
and safety inspections of the residence hall rooms at
least twice a semester. During the inspection, the staff
will check for compliance with health codes, fire
safety regulations, maintenance problems, and
potential physical hazards. If a policy violation is
observed during a health and safety inspection, the
residents of the room will be subject to disciplinary
action. Efforts will be made to notify residents of these
inspections at least 24 hours in advance, but residents
may not be notified of the exact time of inspection.
If it is found that a resident’s room is not up to health and safety standards (i.e. cleanliness, hazardous wiring, etc.) the resident will be given 24 hours to correct the situation. If, upon re-inspection, the room still does not pass, the resident will be charged a fee and will face disciplinary action.

29) Students are required to participate in all required mandatory meetings, emergency response and evacuation training programs sponsored by LIM College or 1760 REALTY. Failure to attend may result in a fee and/or disciplinary action.

30) Any infractions of the terms and conditions contained in this contract, or of any federal, state, or city law, or of any of 1760 REALTY or LIM College’s rules or regulations may lead to disciplinary action, up to and including expulsion from the residence hall and/or LIM College without refund of the remaining housing fee or tuition.

31) Students are required to cooperate with 1760 REALTY and LIM College officials when those officials have identified themselves and are acting expressly within their authority. LIM College officials include faculty and staff. Also included are student employees, such as Resident Advisors, who are carrying out assigned work responsibilities.

32) Parental Notification: In accordance with the Higher Education Act of 1998, LIM College reserves the right to contact the parent(s) or guardian(s) of students involved in dangerous and/or inappropriate behaviors that may be threatening to the student or others. This includes situations relating to alcohol and drugs. The determination whether to make such contact remains within the sole discretion of 1760 REALTY and LIM College.

III) Financial Responsibilities

Priority for student housing is given to students who maintain full-time matriculation status. Vacancies in housing may be filled with other students participating in LIM College programs and other eligible persons, within the sole discretion of LIM College. This housing contract is for the full 2016-2017 academic year (fall and spring semesters). You are financially obligated for both semesters unless you: A) officially graduate after the fall semester and complete the appropriate cancellation form by December 12, 2016, B) are a new housing applicant applying mid-way through the academic year for spring occupancy only, C) participate in an LIM College sponsored and/or approved study abroad program for the spring semester and complete the appropriate cancellation form by December 12, 2016, D) give written notice to the Office of Housing & Residence Life prior to July 28, 2016 that you will not require housing for the 2016-2017 academic school year, or E) officially withdraw from LIM College prior to August 8, 2016 for Fall 2016 (by December 12, 2016 for Spring 2017), as stated in Section V. “Refund Policy” and have received written approval from LIM College.

If you receive financial aid, please note that awards may not be posted until after the full housing payment deadline. However, you are still responsible for meeting the payment deadline. Students must pay the housing costs and fees according to the schedule below regardless of any pending financial aid awards. Financial aid applicants are encouraged to file their paperwork well in advance to avoid potential problems or delays. Financial Aid cannot be utilized to pay the initial $725 housing payment required to live at the residence hall. Please contact the LIM College Office of Student Financial Services should you have questions regarding your financial aid package.

**Deposits and Fees**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>$25</td>
</tr>
<tr>
<td>Non-Refundable Housing Deposit</td>
<td>$500</td>
</tr>
<tr>
<td>(applied toward semester housing payment)</td>
<td></td>
</tr>
<tr>
<td>Security Deposit</td>
<td>$200</td>
</tr>
<tr>
<td>Total Deposit Due</td>
<td>$725</td>
</tr>
<tr>
<td>(see Section VI. Refund Policy)</td>
<td></td>
</tr>
</tbody>
</table>

Financial Aid cannot be utilized to pay the initial $725 housing payment required to live at 1760 Third Avenue.

**Room Rates**

The cost per space in both standard double and triple occupancy rooms is $16,350 per person per academic year. (A charge of $8,175 for the fall and spring semesters will be assessed to your LIM College student account for each semester’s housing.)

The cost per space in both compact* double and triple occupancy room is $14,350 per person per academic year. (A charge of $7,175 for the fall and spring semesters will be assessed to your LIM College student account for each semester’s housing.)

*Compact double and triple rooms are significantly smaller than standard double and triple rooms and their availability is limited. Full housing payment for the fall semester is due by July 28, 2016. Full housing payment for the spring semester is due by December 12, 2016. Checks are to be made payable to LIM College and delivered to:

LIM College  
Office of Housing & Residence Life  
1760 Third Avenue  
New York, NY 10029

**IV. Dates of Residence**: each semester is limited to the following dates:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2016</td>
<td>August 14, 2016 – December 16, 2016</td>
</tr>
<tr>
<td>Spring 2017</td>
<td>January 11, 2017 – May 12, 2017</td>
</tr>
</tbody>
</table>

August 12, 2016 is the earliest move-in date for the fall semester. Check-in prior to this date will not be permitted.
*Students who remain in housing for the full academic year will be permitted to remain in the residence hall from December 17, 2016 to January 10, 2017 provided they submit a Winter Break/Spring Intention form and return it the Office of Housing & Residence Life no later than November 11, 2016.

If you decide not to return for the Spring 2017 semester, you will be required to vacate your room 24 hours after your last scheduled Fall 2016 semester final exam, unless given prior written permission by LIM College’s Office of Housing & Residence Life. The deadline to submit an application to extend the move-out time is November 30, 2016. Residents who extend their housing contract will be charged $75 per day or $275 per week (with weeks ending Fridays at 5:00 p.m.) for additional housing beginning 24 hours after their last scheduled Fall 2016 semester final exam and concluding on January 3, 2017.

For the Spring 2017 semester, all students will be required to vacate their rooms 24 hours after their last scheduled final exam, unless given prior written permission by LIM College’s Office of Housing & Residence Life. The deadline to submit an application to extend the move-out time is May 2, 2017. Residents who extend their housing contract will be charged $75 per day or $275 per week (with weeks ending Fridays at 5:00 p.m.) for additional housing beginning 24 hours after their last scheduled Spring 2017 semester final exam and concluding on May 20, 2017.

**V. Refund Policy**

The $500 housing deposit is non-refundable. The security deposit of $200 (plus earned interest) will be refunded only after a satisfactory room inspection at the conclusion of the housing agreement at the end of the Spring 2017 semester. Any damage to the walls, floors, and/or furnishings caused by the resident or any guests of the resident will be deducted from the security deposit. Unless the Office of Housing & Residence Life receives written notification from an occupant of a room being charged for damage stating acceptance of the financial liability, all deductions will be apportioned to each resident assigned to the room. Any damages over and above the security deposit will be charged to the student(s). If there is no damage, the security deposit will be returned after the student’s departure after the spring semester. Please allow at least 8-10 weeks for processing. For students who complete the Housing Cancellation form and return it to the Office of Housing & Residence Life prior to July 28, 2016 stating that they will not occupy student housing, the semester housing payment and the $200 security deposit will be refunded. The $500 housing deposit is non-refundable. Students who will be returning to housing for the summer and/or the upcoming academic year will not receive a security deposit refund, but will have their deposit carried over to the next academic year. All students who are academically dismissed during or following the Fall 2016 semester must complete and turn in the Housing Cancellation form to the Office of Housing & Residence Life 24 hours after receiving dismissal notification. Failure to do so will result in a Late Cancellation fee of $1,000, which will be charged to the student’s account. Students who cancel their housing contract will be held to the following Housing Liability Schedule based on the date of the completed cancellation form (*exceptions noted below).

<table>
<thead>
<tr>
<th>Cancel by Date</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall: July 28, 2016</td>
<td>100% of the housing charge and security deposit refunded</td>
</tr>
<tr>
<td>Spring: December 12, 2016</td>
<td></td>
</tr>
<tr>
<td>Fall: August 11, 2016</td>
<td>75% of the housing charge and security deposit refunded</td>
</tr>
<tr>
<td>Spring: December 21, 2016</td>
<td></td>
</tr>
<tr>
<td>Fall: August 23, 2016</td>
<td>50% of the housing charge and security deposit refunded</td>
</tr>
<tr>
<td>Spring: January 11, 2017</td>
<td></td>
</tr>
<tr>
<td>Fall: September 8, 2016</td>
<td>25% of the housing charge and security deposit refunded</td>
</tr>
<tr>
<td>Spring: January 23, 2017</td>
<td></td>
</tr>
<tr>
<td>Fall: After September 8, 2016</td>
<td>All of the security deposit for the housing charge will be forfeited at this point.</td>
</tr>
<tr>
<td>Spring: After January 23, 2017</td>
<td></td>
</tr>
</tbody>
</table>

Students must vacate the residence hall no later than five calendar days from their official withdrawal date.

* Students who are not returning to LIM College or decide not to enroll at LIM College must complete and turn in the Housing Cancellation form to the LIM College Office of Housing & Residence Life by **July 28, 2016** for the **Fall 2016 semester** or **December 12, 2016** for the **Spring 2017 semester** or they will incur a Late Cancellation fee of $1,000. This fee will be charged to the student’s account.

**Appeals Process:** A written appeal may be submitted by a student to request relief from the assessment of housing liability charges, forfeit of deposits and/or the imposition of Late Cancellation fees. All appeals must be submitted in writing within **15 days of cancelling housing** and submitted to LIM College Office of Housing & Residence Life. Appeals will be granted only to correct an error or in grave circumstances, such as the death of a student’s immediate relative, the student’s extended serious personal illness or long-term injury, or the student’s requirement to report for military duty.

**VI. Conflict Resolution**

You and LIM College agree to give up the right to trial by jury in a court action, proceeding or counterclaim on any matters concerning this Agreement, the relationship of you, 1760 REALTY and LIM College as licensee and landlord respectively, and your use or occupancy of the room. This Agreement to give up the right to a jury trial does not include claims for personal injury or property damage. If 1760 REALTY or LIM College commence any court action or proceeding to compel a student to vacate the residence, you hereby waive the right to assert any counterclaim unless you are claiming that 1760 REALTY or LIM College has not done what 1760 REALTY or LIM College was supposed to do about the condition of your room or building. If 1760 REALTY or LIM College is successful in any court proceedings concerning your obligations under this Agreement, you are responsible to reimburse 1760 REALTY or LIM College for its reasonable attorney fees, court costs and expenses related to action.
Life at 1760 Third Avenue

More than a place to live, the 1760 Third Avenue Residence Hall (at East 97th Street) is on the exciting Upper East Side of Manhattan and is a home away from home for 1,100 students, more than 400 of whom attend LIM College. This 19-story building features high-quality amenities, state-of-the-art technology and designer interiors. It is just minutes away from fantastic restaurants and shopping, as well as the remarkable sights and sounds of Museum Mile and Central Park. It is also only one avenue away from the 96th Street station on the Lexington Avenue subway line and is near several local bus routes.

The residence hall has security personnel on duty 24 hours a day, as well as live-in professional staff members from LIM College and 1760 REALTY. Double and triple furnished rooms offer private bathrooms and individually-controlled heat and air conditioning units. All rooms also include a flat-screen TV that transmits more than 100 digital cable stations, as well as a refrigerator, freezer, and microwave.

Every room includes free local and long distance phone service with voicemail, as well as high-speed Internet service. Amenities are plentiful, and include a multi-purpose media room, a fully-equipped fitness center, and a computer lab exclusively for the use of LIM College residents.

Building Amenities
- 24-Hour Staffed Security
- 24-Hour Fitness Center
- LIM College Computer Lab
- Game Room
- Laundry Facilities
- Quiet Study Lounges
- Package/Mail Center
- Large Communal Kitchen

Room Amenities
- Private Bathroom
- Free Local/Long Distance/Voicemail Service
- LCD Flat Screen TV
- More than 100 Digital Cable Stations
- High-Speed Internet Service
- Refrigerator/Freezer/Microwave
- Custom-Designed Furniture
- Air Conditioning
Applying for Housing

Priority for student housing is given to students who maintain full-time matriculation status. Vacancies may be filled with other students participating in LIM College programs and other eligible persons, within the sole discretion of LIM College. Housing is available on a “first come, first served” basis and is not guaranteed. However, we are proud that in past years we have been able to accommodate all housing requests.

Housing Checklist

- Review the terms and conditions of the enclosed housing contract for the full academic year (both fall and spring semesters).
- Complete and sign the Housing Contract Acknowledgement, Application and Questionnaire.
- Submit the completed and signed Housing Contract Acknowledgement, Application and Questionnaire and the $725 payment ($250 application fee, $500 non-refundable deposit, and $200 security deposit) to:

  LIM College
  Office of Housing & Residence Life
  1760 Third Avenue.
  New York, NY 10029

- Housing applicants will be notified of acceptance via email.
- Financial clearance must be obtained from the LIM College Office of Student Financial Services by the payment deadline of July 28, 2016 for the Fall 2016 semester in order to confirm your space in housing. The payment deadline for the Spring 2017 semester is December 12, 2016. Financial clearance can still be obtained after these dates, but housing room assignments will be on a space-available basis. (see guidelines in the Financial Notes below)
- Housing packets containing roommate and move-in information will be mailed out after July 29, 2016 for the Fall 2016 semester and emailed after January 4, 2017 for the Spring 2017 semester upon confirmation of financial clearance.

The date on which the contract acknowledgment, application, questionnaire and deposit are received by LIM College will be utilized for assignment priority purposes. All students residing in LIM College housing will be required to sign a housing contract. Failure to submit completed documents and payments to LIM College by the established deadlines may result in a denial of the application for housing. In order to apply for housing, you must be enrolled in a program at LIM College. This requires submitting your $400 tuition deposit and tuition agreement prior to applying for housing.

New Student Move-In Dates

  Fall 2016 …………. August 12, 2016 – August 14, 2016
  Spring 2017 …………. January 6, 2017 – January 8, 2017

Please email residenceslife@limcollege.edu to schedule a check in day and time

Returning Student Move-In Dates

  Fall 2016 …………. August 27, 2016

Financial Notes

Financial clearance requires a minimum of 50% of your semester tuition and 100% of your semester housing charges to be paid or covered with confirmed financial aid funds or payment plan. Please note that you are obligated to make payment in full for your total semester tuition, fees and housing charges prior to move-in. If you are receiving financial aid, all award conditions (e.g. signed award letter, loan request forms, master promissory notes, loan entrance counseling, etc.) must be fulfilled before awards are posted to your account, as such some awards may appear after the payment deadlines listed above. However, you are still responsible for meeting the payment deadline. You will not be able to move into your assigned room until you are cleared by the Office of Student Financial Services. Financial aid applicants are encouraged to file their paperwork well in advance to avoid potential problems or delays. Financial Aid cannot be utilized to pay the initial $725 housing deposit required to live at the 1760 Residence Hall. Please contact the LIM College Office of Student Financial Services by phone at 212-752-1530 Ext. 389, or by email to sfs@limcollege.edu if you have questions regarding your financial aid package.
Priority for student housing is given to students who maintain full-time matriculation status. Vacancies may be filled with other students participating in LIM College programs and other eligible persons within the sole discretion of LIM College. **Housing contracts are for the full 2016-2017 academic year (fall and spring semesters).**

*Please note: All housing is subject to availability and is not guaranteed.*

Please fill out the entire form, even if you are requesting a specific roommate.

**New Student:** [ ] Freshman  [ ] Transfer  
**Current Student:** [ ] Freshman  [ ] Sophomore  [ ] Junior  [ ] Senior

Name ___________________________________________  ___________________________________________  ___________________________________________

Last First M.I.

Address ___________________________________________  ___________________________________________  ___________________________________________

Street

City State ZIP

Home Phone ___________________________  Cell Phone ___________________________

Email ___________________________________________  Date of Birth ___________________________

[ ] Male  [ ] Female

DO YOU HAVE ANY SPECIAL MEDICAL/PHYSICAL NEEDS THAT REQUIRE ASSISTANCE?  [ ] Yes  [ ] No

*If you have a disability that requires accommodations, please contact the LIM College Office of Counseling & Wellness Services at 212-752-1530 Ext. 315 to discuss housing-specific needs.*

HAVE YOU EVER BEEN CONVICTED OF A MISDEMEANOR, FELONY, OR PLED GUILTY TO A MISDEMEANOR OR FELONY?
[ ] Yes  [ ] No

If the answer to the above question is Yes, state the nature of the conviction, date of conviction, and city/state in which the conviction(s) took place:

_____________________________________________________________________________________________________

_____________________________________________________________________________________________________

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Family Information
Parent(s) or Guardian(s) Name(s)

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In Case of Emergency (At least one emergency contact must be listed for resident students. If possible, please list at least one relative or close friend living in or near New York City.)

(1) Name ________________________________ Relationship ________________________________
Address ____________________________________________________________________________
___________________________________________________________________________________
Phone (Day) ________________________________ (Evening) ________________________________ (Cell) ________________________________
Email ______________________________________________________________________________

(2) Name ________________________________ Relationship ________________________________
Address ____________________________________________________________________________
___________________________________________________________________________________
Phone (Day) ________________________________ (Evening) ________________________________ (Cell) ________________________________
Email ______________________________________________________________________________

Please Read Carefully and Sign Below:

I agree that, if accepted for housing, I will abide by all LIM College and 1760 REALTY rules, regulations, and codes of conduct and that I may lose my housing privileges and any payments made should LIM College determine that I have violated any of its rules, regulations, codes of conduct or those established by 1760 REALTY or for any violation of any federal, state or city law.

By signing below I affirm the information I provided is true to the best of my knowledge and belief. I understand that if it is determined that any information provided is false or materially inaccurate, LIM College may take whatever action it deems appropriate including, but not limited to, denying my application, removing me from LIM College housing, and referring the matter for further disciplinary action.

Please sign this housing application and roommate questionnaire and keep a copy for your records. Return the completed application/questionnaire and the signed Housing Contract Acknowledgement together with a check for the initial $725 housing costs ($25 application fee, $500 non-refundable housing deposit and $200 security deposit) made payable to LIM College, 1760 Third Avenue New York, NY 10029.

I have read the items contained in this contract and agree to abide by these rules and any amendments thereof. I further agree that in the event 1760 REALTY or LIM College makes a determination that I have breached the rules and terminates my residence, I will vacate my room within 24 hours after receiving written notice from 1760 REALTY or LIM College of such termination.

__________________________________________ Date
Signature

__________________________________________
Print Name

__________________________________________ Date
Parent/Guardian signature for students under the age of 18

LIM College does not discriminate based on race, religion, color, age, gender, national origin, physical disability, sexual orientation, gender identity or expression, or any other characteristic protected by federal, State or local law.
Housing Contract Acknowledgement

I have read, and agree to be bound by, the terms and conditions of this Housing Contract and the LIM College Student Code of Conduct.

________________________________________________________
Signature Date

________________________________________________________
Print Name

________________________________________________________
Parent/Guardian signature (for students under the age of 18) Date

*LIM College does not discriminate based on race, religion, color, age, gender, national origin, physical disability, sexual orientation, gender identity or expression, or any other characteristic protected by federal, State or local law.*

OFFICE USE ONLY:
FEE: _______________________ Date received: ______________________

CC / CK#: ____________________________________________________________

______________________________________________________________
2016-2017 International Undergraduate Housing Contract and Application

Roommate Matching Questionnaire

Name: ___________________________________ Age: ________ Sex/Gender: ______________

Room Request
Double and Triple rooms are available. Assignments will be made on a first-received, first-assigned basis. Not all students will receive their first choice. Please indicate your housing preferences below from 1 to 4 (1 is most preferred, 4 is least preferred).

Standard Double _______ Compact Double _______ Standard Triple _______ Compact Triple _______

Please check the following statements if they apply to you:
LIM College does not guarantee students will be placed with students who share the same interests.

Room preferences
☒ I am very messy ☐ I am slightly messy ☐ I am very clean
☒ I enjoy people visiting regularly ☐ I like occasional visitors ☐ I like to have privacy and personal space
☒ I plan to have overnight guests ☐ I plan to have day guests ☐ I don’t plan to have guests
☒ I am a heavy sleeper ☐ I am a light sleeper ☐ I can sleep through my alarm clock
☒ I like my room cold ☐ I like my room warm ☐ I like my room hot
☒ I am a late night person (past 11:00 p.m.) ☐ My sleep schedule varies ☐ I am an early riser (before 9:00 a.m.)
☒ I plan to have a guest of the opposite sex/gender

Lifestyle Preferences
☒ I am a smoker* ☐ I smoke occasionally* ☐ I do not smoke
☒ I plan to enjoy most LIM College events ☐ I plan to enjoy the NYC nightlife ☐ I plan to be involved at LIM College
☒ I plan to go home (on the weekends) ☐ I plan to go home occasionally ☐ I do not plan to go home
☒ I study with background noise ☐ I study with light noise ☐ I study in a quiet area
☒ I spend a lot of time studying ☐ I study when necessary ☐ I plan to hang out with friends often
☒ I plan to hang out with friends occasionally ☐ I recharge by spending time alone

*Smoking is not permitted in the residence hall.

Please circle the type(s) of music you enjoy listening to:

Rap ☐ R&B ☐ Pop ☐ Classical ☐ Alternative ☐ Classic
Rock ☐ Easy Listening ☐ Heavy Metal ☐ Punk ☐ International ☐ Jazz/Blues

My hobbies/interests include:

_________________________________________________________________________________________________
_________________________________________________________________________________________________

*Roommate Request: I would prefer to live with the following LIM College student(s):

Roommate #1: ____________________________________________________________

Roommate #2 (if triple): ____________________________________________________

Although LIM College tries to accommodate all requests, we cannot guarantee roommates. Requests will not be granted unless all parties make the request.

Roommate Connections: What information would you like to share with your roommate? (Check all that apply.)

☒ LIM College email ☐ Personal email ☐ Home phone number
☒ Cell phone number ☐ Home address ☐ Other: ________________________________

Print Name ___________________________ Signature ___________________________ Date ______________

OFFICE USE ONLY:
FEE: ___________________________ Date received: ______________
CC / CK#: ___________________________________________________________________________________________