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University Housing responds to all emails. If do not receive a response within 48 business hours, the email has not been received by our office.

See the University Housing Viewbook and Community Living Guide for details about hall policies, room layouts and furnishings.
Housing and Food Contract Terms and Conditions

Summer Contract Term Length
The summer hall contract will cover the nights between the arrival and departure dates that is indicated by the student on their signed contract. The summer contract can begin no earlier than 5 p.m. May 20, 2023 and can end no later than 8 a.m., August 10, 2023*. Students must stay at least two weeks to have a contract.

*Students participating in August graduation can discuss a late checkout time with their residence director.

Summer to Fall Interim Housing
There is a four-day period (August 10-13) between the last day of the final academic summer session and the 2023-2024 academic year contracts. Only students with contracts for both are eligible for interim housing. Students will be given instructions in July on how to transition to their fall housing assignment. The interim room rate will be $40 per night and guest food rate per interim food swipe will apply. Interim charges will appear on the student’s centralized student account at the end of September.

Contract Terms
The contract is legally binding for the entire length of the contract signed, and it can only be cancelled as stipulated in the “Contract Cancellation” section of this booklet.

It is in the student’s best interest to be certain that they will live in a university residence hall before completing a housing contract to avoid accruing cancellation and/or other fees. All contracts for traditional halls include a required food plan. Apartment-style contracts can opt out of the food plan portion of the contract.

Athletes should wait to complete a housing contract until they know that they have met the NCAA and Big Ten initial eligibility requirements. If the athlete does not attend UNL for any reason, they will be personally liable for any fees not covered by athletics.

The student’s signature on the contract indicates that the student has read, understands, and agrees to the:

- Contract and contract cancellation policies outlined within the University Housing Contract Policies booklet. (housing.unl.edu/contract-policies)
- Obligation to comply with the Student Code of Conduct (studentconduct.unl.edu/student-code-conduct) and the Rights and Responsibilities as a resident (as documented in the Community Living Guide, housing.unl.edu/contract-policies).

A student’s room/bed may not be used by anyone other than the resident to whom it is assigned. Subletting one’s contract/room is not permitted.

The online Residence Hall Contract is adopted and incorporated as if fully set forth herein.

Halls Available
Village apartment-style hall is available for students attending the 2023 summer sessions.

Eligibility
To be eligible to live in any of the available residence halls during the summer, a student must be enrolled/registered for either summer 2023 or fall 2023 at the University of Nebraska-Lincoln.

Students with Disabilities Room Accommodation Process
University Housing is committed to providing accommodations to students with disabilities in the residence halls. Students who require an accommodation due to a disability must have an accommodation plan issued by the Services for Students with Disabilities (SSD) Office. University Housing will contact students with their options once the SSD office sends housing the accommodation plan. To ensure that appropriate arrangements can be made, students who need an accommodation in the residence halls must contact SSD at (402) 472-3787.

Communications
University Housing has established email as an official and primary means of communication with all its past, current and future residents. However, students may also be contacted by telephone, text or campus mail. Once students receive their official Huskers email address, University Housing will communicate with the student using the official Huskers email address. Students are responsible for reading all information sent to them via this email account. Electronic communication sent by University Housing will be deemed received on the next university business day after the email was sent. University Housing is not responsible for email communication blocked due to spam filters, restrictions imposed by the recipient’s email service, or the student not checking and reading emails daily. Students can provide a parent email address on the contract; however, all communication will go to the student’s email of record at UNL.

Completing a Contract When a Student is Under Age 18
A parent or guardian must co-sign as a guarantor if a student is under age 18, when they sign a contract. By affixing their signature as a co-signer and guarantor, the parent or guardian acknowledges responsibility for payment of room, food plan, and other fees under the conditions of this contract should the student default on payment.

Housing Assignments Gender
University Housing is committed to providing spaces for students to feel at home and respecting their right to self-identify gender. For this reason, we offer students the option between living in same gender or gender inclusive rooms. Students signing up for same gender rooms search for and/or are assigned a roommate and room based on their self-identified gender (man, woman, non-binary). Students signing up for gender inclusive rooms search for and/or are assigned a roommate and room regardless of gender. Gender inclusive rooms are not single gender.

Gender inclusive housing strives to maintain a welcoming and inclusive environment and is available to students of any gender identity and allies to the LGBTQIA+ community. Read more about gender inclusive housing at: go.unl.edu/gender-inclusive-housing.

Assignment Policies and Procedures
To request on-campus housing, submit the summer 2023 residence hall contract online with the nonrefundable $100 contract processing fee. Students who wish to be roommates should request each other as roommates on their respective contracts. University Housing:
• Will attempt to assign to minimize moves for students who will live in the residence halls for 2023-2024. University Housing will try to assign students to the same hall and room for the summer in which they are assigned to for the fall. Those students must submit housing contracts for the 2023-24 academic year and through the end of the summer 2023 term (August 10, 2023).
• Will attempt to assign students to the room type (2 or 4 bedroom) requested but will not be able to do so in all cases.
• Reserves the right to reassign students to different units when deemed appropriate and necessary. Review the “Consolidation Assignment Policy” section.
• Reserves the right to alter room assignments and double/single status when necessary. This includes consolidation of those students with double room and room changes cannot be made on the basis of race, color, religion, disability, national or ethnic origin, or sexual orientation. Behaviors with the purpose to bully, intimidate, harass, and/or physically harm a potential roommate either in-person, verbally, or through electronic medium (including but not limited to social media websites, texts, email, and/or instant messaging) may result in one or all of the following:
  • Assignment to a different room and/or residence hall
  • Cancellation of the housing contract
  • Referral to the Office of Student Conduct and Community Standards

Cancellation of your contract by University Housing does not relieve you of any fees and/or charges owed under this contract. All requested preferences made on the residence hall contract, including requests for single rooms are subject to availability and University Housing Contract Policies and Procedures.

Housing Change Requests
University Housing wants students’ to have an enjoyable stay at UNL. If a student believes that a different room/hall is a better fit, we will try to accommodate your request.

Before Move-in
Send housing change requests to housing.contracts@unl.edu. If the change is possible University Housing will do their best to accommodate but cannot make guarantees.

After Move-in
Any student wishing to change their housing assignment once they have moved in, must get permission from the summer residence director.

Consolidation Policy
Room consolidation is necessary to provide the maximum amount of space to students in the residence halls. The process affects students who live in a unit or bedroom that is not completely occupied because of a roommate not arriving, cancelling, being assigned to a different room, or moving out of the room. While most students are afforded the opportunity to select their living space, University Housing reserves the right to relocate and consolidate students to maximize occupancy. The consolidation process ensures fairness to all residents.
5. Enter a mail forwarding address by selecting “Mail Forwarding” in the top red banner of the Housing portal.

6. Pay for any damages.

7. Notify UNL Registrar of address and phone number change. If the student does not make an appointment with an RA in advance but needs to leave, they will need to go to the front desk to begin the checkout process. The front desk staff will work on finding a staff member to help with the checkout within an hour.

*Student food plans will be deactivated upon checking out.

No-Show Policy
Any student who does not complete the online cancellation form and who is not occupying their room by 6 p.m. on the seventh day after their indicated arrival (contracted summer date) shall be considered a no-show. The contract will be cancelled as of that time, unless an official notification of delay of arrival has been filed (written notice submitted and accepted by University Housing) by 4 p.m. prior to the seventh day after the student indicated arrival date. Students considered no-shows will be assessed the daily room charge for the days their room was held.

Contract Reinstatement Policy
Cancelled contracts may be reinstated. A student who wishes to reinstate the contract will be required to resubmit a $100 nonrefundable contract processing fee with the new contract. To reinstate a contract email housing.contracts@unl.edu and include student name, NU ID and request to reinstate.

Abandoned Personal Property
Any personal property remaining in the room after the resident vacates the premises shall be considered abandoned. University Housing will bill the resident an improper checkout fee and any costs associated with removal and disposal of belongings left behind.

Value of $250 or More
Abandoned property is any personal property with an estimated value of $250 or more that is abandoned on the premises of University Housing. A notice will:

• Be mailed to the student at the student’s most recent address on record and a phone call will be made to the student’s cell phone.
• Be sent within one week of the end of the contract between the individual and University Housing.
• Describe the abandoned property.
• Provide a contact person and phone number, the location where the property can be claimed, and date by which the property must be claimed. This date will be no later than 14 days from the postmark date of the notice.
• If the property has not been claimed by the specified date, the property will become the property of UNL and will be subject to UNL’s surplus property policy.

Value less than $250
Abandoned property with an estimated value of less than $250 does not require a notice to be mailed to the student. If the property is determined to have an estimated value of less than $250, a 14-day waiting period will ensue. At the end of this period, ownership shall immediately transfer to UNL and will be subject to UNL’s surplus property policy.

Smoke-Free Campus Policy
The University of Nebraska-Lincoln is smoke-free, tobacco-free and vapor-free. For more information, go to go.unl.edu/quit.

Tobacco-Free Policy
All residence halls are tobacco-free. Students will be asked to indicate on the contract form whether they are willing to share a room/unit with someone who smokes. If a student or the requested roommate(s) are smokers, student(s) should indicate willingness to share a room/unit with a smoker. Understand that while smoking is not permitted in the halls, individuals who do smoke may carry residual elements of smoking into their rooms (i.e. the smell of smoke, etc.). Students who have concerns about the residual effect should indicate the preference for a nonsmoking roommate on the contract.

Contract Changes and Corrections
The university has made every reasonable attempt to make sure the information contained herein is accurate at time of publication. However, we reserve the right to make corrections when necessary. University Housing tries to respond quickly to student concerns and to facilitate the best possible housing and dining program. We further reserve the right to make changes in operations as needed. Such changes may include, but are not limited to, location and availability of certain special interest housing, and changes in dining service hours. Please refer to the University Housing and Dining website (housing.unl.edu, dining.unl.edu) for changes and updates.

Landlord Tenant Act Does Not Apply
In accordance with Neb. Rev. Stat. 876-1408 (1) Reissue 1996, 2002 Cum. Supp.) as amended, the student is entering into this contract for a residence at an institution, which is incidental to the provision of educational services, and therefore this contract is not subject to the Nebraska Uniform Residential Landlord and Tenant Act.

Force Majeure
In the event that any of the housing provided pursuant to this contract becomes unavailable or is no longer advisable for residents to remain in University Housing for any reason including fire; floods; embargoes; war; health epidemics or pandemics; quarantine; acts of war; riots; civil commotions; strikes; lockouts or other labor disturbances; acts of God; or acts, omissions or delays in acting by any governmental authority (including, without limitation declarations of emergency by the federal or state governments or by the university), then the university shall have the right to in its discretion (i) terminate this contract; (ii) encourage some or all residents to leave University Housing for some or all of the days remaining under this contract; (iii) relocate some or all residents to replacement housing; and/or (iv) take any other measure the university deems reasonable. In all such instances, the university may in its discretion issue any credit or refund the university deems appropriate under the circumstances and the university shall not be liable to the resident for any damages resulting from action(s) provided the university’s action(s) were not arbitrary and capricious.
FOOD PLAN POLICIES

Food Plan Eligibility/Requirements
A food plan is NOT required (nor included in the contracted price) with apartment-style contracts. Residents may purchase one of the separate food plans.

- 15 meals per week plan
- 10 meals per week plan

Residents can also choose to purchase the 25 add-on pack and/or the $100 dining dollar reload.

Dietary Restrictions
UNL takes pride in meeting gluten-free, vegetarian, vegan, allergy sensitive and other dietary needs. Students with special dietary needs should contact the University Dining Services Dietitian at (402) 472-9045. We make every effort to label the menu items being served and identify the ingredients on our website dining.unl.edu.

Food Options for Students Not Living in University Housing
Students not living on campus may requests to add the Herbie 25 food pack or $100 Dining Dollar reload.

- Multiple Herbie 25 food packs or $100 Dining Dollar reloads can be purchased.
- Cannot be added in the last two weeks of the summer term.
- Log into MyRed, click the blue “Housing” button and click “Check Food Plan Balance” button.

Food Plan Terms

Unused Food Plan Swipes
Food plan swipes reset each Sunday and do not roll over to the next week.

Herbie 25 Food Pack Add-on and $100 Dining Dollar Reload
Requests to add the Herbie 25 food pack or $100 Dining Dollar reload to an existing food plan may be made through the University Housing portal.

- Multiple Herbie 25 food packs or $100 Dining Dollar reloads can be purchased.
- Cannot be added in the last two weeks of the summer term.
- Log into MyRed, click the blue “Housing” button and click “Check Food Plan Balance” button.

Guest Food Allowance
Students may use their Dining Dollars or food plan swipes to purchase meals for guests. There is a limit of two (2) swipes per meal period.

Missed Meals Policy
The food plans allow great flexibility in both dining times and locations. They presuppose occasional absenteeism, therefore, no refunds will be granted for missed meals. In the case of prolonged illness, a credit (applied against future payments) may be given for days surpassing the first 14 days of illness. All requests for meal refunds due to prolonged illness must be:

- Applied for within two weeks of the end of the illness
- Be in writing along with a letter from a doctor
- Sent to dining@unl.edu. In such cases, all food plan costs, except that portion of the board charge determined by University Housing associated with bond debt service, will be credited to the student’s account.

Food Plan Contract Change Policy
Changes to your food plan must be requested via email housing.contracts@unl.edu. A student may change their plan any time after the contract is submitted. Each change that is requested is assessed a $30 contract change fee on their UNL student account.

Food Plan Cancellation Policy
Students with an apartment-style hall contract can cancel their food plan at any time after the contract is submitted. The cancellation fee is $30. To cancel the food plan, email housing.contracts@unl.edu with name, NUID, request to cancel and agree to the $30 cancel fee.

How to Use the Food Plan
A student must scan their NCard to access their food plan at the traditional dining centers, Husker Heroes, and Herbie’s Markets. A student can use the mobile ordering app (dining.unl.edu/mobile-ordering) to use their food plans at Selleck and the Nebraska Union vendors.

Food Plan Eligible Places
The University Dining food plans are valid at the:

- Four city campus residence hall dining centers (Abel, Cather, Harper and Selleck)
- Nebraska East Union Dining
- Two city campus Husker Heroes (Abel and Cather)
- Five city campus Herbie’s Markets (Knoll, Cather, Abel, Selleck, Village)
- Nebraska East Union Herbie’s Market
- Nebraska Union vendors (dining dollars only)
- Yes Chef Café in the College of Business.

The Lewis Training Table is not accessible to non-athlete students, faculty, or staff.

RATES/FEES OF CONTRACT

Contract Processing Fee
A nonrefundable $100 contract processing fee is due with the contract submission. Contract processing fees are due and payable to the University of Nebraska–Lincoln. Once the contract processing fee is submitted it is not refundable. If the Admissions Enrollment fee is deferred to the centralized student bill, the $100 contract processing fee will automatically be deferred to the centralized student bill. The student will sign a deferment agreement within the contract. Once the contract is signed, the student is responsible to pay the $100 contract processing fee even if they cancel their contract.

Contract Processing Fee Payment Types
Do not include any money for future Housing room, food plan payments or for other UNL departments.

To Pay with Credit/Debit Card or E-Check

- Log into your MyRed account.
- Click the blue “Housing” button.
- Click “Contracts” on the red navigation bar.
- Select the appropriate term in the drop-down box.
- Click “Continue” next to the applicable contract requested.
- Pay the nonrefundable $100 contract processing fee.
- Return to the contract to sign.

To Pay with Cash or Personal Check

- Do not mail cash.
• Pay the exact amount of the contract processing fee.
• Make checks payable to “University of Nebraska-Lincoln.”
• Mail check to: University Housing, University of Nebraska–Lincoln, PO Box 880622, Lincoln, NE 68588-0622.

Improper Checkout Fee
If the steps for moving out and/or changing rooms are not followed, an improper check-out fee of $50 will be posted to the student’s account.

Hall/Room Cleaning, Damage and Replacement Fees
• Residents will be liable for fees relating to:
  • Cleaning of any hall and/or room/unit left unclean.
  • Damage to the hall and/or unit, including, but not limited to, paint, walls, cabinets, carpets, floors, furniture, and appliances resulting from failure to exercise reasonable care.
  • Replacement of damaged furniture.

Late Closing/Check-Out Fee
Students living in halls are required to leave by 8 a.m., Thursday, August 10. It is important to make transportation and other arrangements accordingly. Students needing an exception due to participation in graduation ceremonies or have other reasons for requesting additional time should contact the summer residence director by July 15. In cases of inclement weather, University Housing will monitor travel conditions and will, if warranted, announce extended closing times. Because unapproved late closing and checkout can adversely affect hall staff travel arrangements and cleaning schedules, students who do not clear the premises by the announced scheduled date/time will be charged an improper checkout fee of $50.

Fall Transition Days Fee
Students who have a summer contract ending August 10, 2023 and a fall 2023 contract which begins on August 14, 2023 can transition to their fall room on August 9, 2023. There is a $40 a night fee August 10 through August 13.

Housing and Food Plan Rates
Village apartment-style hall has a contracted period indicated by arrival/departure dates provided by the student. Dates must be between May 20 to August 10. Contract amount will be prorated by a daily rate if not staying the entire summer. All charges for room/food will be uploaded to the centralized bill seven (7) days prior to arrival (and/or when a contract is signed, whichever is later).

No rate adjustment will be made for those who have contracted for space as of a certain date and check into the residence hall at a later date. Scholarships (athletic or otherwise) may not cover the additional cost of apartment-style or traditional single rooms. Residents are responsible for any excess billing left after the scholarship(s) has been applied to the UNL Student Account bill.

Billing Procedure
The University of Nebraska-Lincoln has a centralized billing system. After the contract processing fee has been sent to University Housing, remaining payments should be made to the Bursar’s Office. University Housing charges, fees and any other incidental University Housing charges will be billed to the student through this system. The monthly bills are generally posted around the 25th day of each month and due the 12th day of the following month. The student is responsible to view their account/bill through the University's MyRed portal and make payments, as directed, to the Bursar's office.

The Office of Scholarships and Financial Aid will credit all awards to the student’s UNL Student Account to be applied against tuition, fees, housing, and other institutional charges that have been incurred. Payments made for University Housing are transferable to other charges on the centralized bill, which will have a summary page detailing the specific charges and telephone numbers to call for questions about those charges. Unpaid bills are subject to late fees and possible cancellation of the University Housing contract. For further information on receipt of payments (excluding the contract processing fee) and financial aid, contact the Husker Hub (402) 472-2030.

HALL/ROOM STYLES AND ELIBILITY

Village Hall
Apartment-style halls are a combination of four-person, single bedroom units (individual bedrooms) and two-person, single bedroom units (individual bedrooms).

• The Apartment-style Residence Hall Contract includes all the amenities listed under “All Hall Contracts Include” and:
  • A private bedroom
  • A shared living room area with sofa, easy chair, and entertainment stand
  • A shared kitchen with microwave, stove, and full-sized refrigerator
  • Bathroom in apartment-style unit
  • Apartment bathrooms regularly cleaned by University Housing staff
  • A bed, desk, chair and dresser/wardrobe

HOUSING RATES

<table>
<thead>
<tr>
<th>Hall/Room Style</th>
<th>All Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Hall/2 Bedroom</td>
<td>$2837</td>
</tr>
<tr>
<td>Village Hall/4 Bedroom</td>
<td>$2548</td>
</tr>
</tbody>
</table>

MEAL RATES

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>All Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 Meal Swipes a Week</td>
<td>$1850</td>
</tr>
<tr>
<td>10 Meal Swipes a Week</td>
<td>$1250</td>
</tr>
</tbody>
</table>

MEAL PLAN ADD ONS

<table>
<thead>
<tr>
<th>Meal Plan Add On</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Herbie 25 Meal Reload</td>
<td>$270</td>
</tr>
<tr>
<td>$100 Dining Dollars Reload</td>
<td>$100</td>
</tr>
</tbody>
</table>
• Laundry facilities provided at no charge
• High-speed Ethernet (wired) and wireless Internet access
• Membership in the Residence Hall Association (RHA)
• Refrigerator (size differs by hall style)
• Utilities, including heat/AC, water, electricity, and garbage

• Study rooms
• TV lounges and game rooms
• Food plans are not required with apartment-style contracts

### SUMMER 2023 HOUSING AND MEALS CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, May 20</td>
<td>5:00 p.m.</td>
<td>Summer Halls Open</td>
</tr>
<tr>
<td>Sunday, May 21</td>
<td></td>
<td>Breakfast First Day of Summer Food Service*</td>
</tr>
<tr>
<td>Tuesday, May 30</td>
<td></td>
<td>Classes Begin: 3 Week/1st 5 Week Sessions</td>
</tr>
<tr>
<td>Friday, June 16</td>
<td></td>
<td>Classes End: 3 Week Session</td>
</tr>
<tr>
<td>Monday, June 19</td>
<td></td>
<td>Classes Begin: 8 Week Session</td>
</tr>
<tr>
<td>Monday, July 10</td>
<td></td>
<td>Classes Begin: 2nd 5 Week Session</td>
</tr>
<tr>
<td>Wednesday, August 9</td>
<td>1:00 p.m.</td>
<td>Transition to Fall room assignment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dinner Last Day of Summer Food Service*</td>
</tr>
<tr>
<td>Thursday, August 10</td>
<td>8:00 a.m.</td>
<td>All Summer Students must be checked out of summer room</td>
</tr>
<tr>
<td>Monday, August 14-Thursday, August 17</td>
<td>By Appt</td>
<td>All University Housing Residence halls open for 2023-24 academic year</td>
</tr>
</tbody>
</table>