



## Student Organization Housing

### 2012-2013 Academic Year - Conditions of Assignment:

A student organization may request group-housing status if all of the following conditions are met:

1. The organization is required to fill all bed spaces within the suite (10). **All students must have completed housing contracts and deposits by March 16, 2012 at 5pm, and must submit the attached application for housing by the posted deadline of March 16, 2012 at 5:00pm for the recognized student organization to be considered for a suite.** At least six (6) of the residents of the suite are required to be members of the organization and/or students recognized by the university as associate/new members of the organization.
2. Eligible residents of the suite are defined as at least second-semester, first-year students involved in the organization's new member education process, **or** students who are considered sophomores, juniors and seniors.
3. Organizations requesting more than one suite must fill all (10) bed spaces in the "primary" suite with organization members/new members prior to being considered for additional suites. Each subsequent suite will be assigned contingent upon full occupancy of the "primary" suite(s).
4. Should a vacancy arise within the suite, it shall be the organization's responsibility to identify an eligible individual to fill the vacancy within seven days of notification. If the vacancy should remain unfilled by the organization, the organization may lose Organization Housing status and all vacancies may be filled at the discretion of the Director of the Office of Residence Life or occupants may be relocated.
5. The residents of the suite will select a representative to serve as liaison between suite/organization members and the Director of the Office of Residence Life or his/her designee. This representative will be required to relay concerns of the suite to the Director or his/her designee; address occupancy concerns within the suite, and ensure collective monitoring of group behavior within the suite.
6. Organizational Housing will only occur in Washington Residence Hall.
7. Student Organizations must be recognized and in good standing with the Student Life Office and the University.

### Policies:

1. Individual members of the organization of legal drinking age may only consume alcohol in the privacy of their room.
2. Alcohol may not be consumed in the common area defined as organization/chapter space.
3. All activities conducted in the chapter area must be alcohol free.
4. Student Organizations who sponsor events in their suite that violate the Alcohol Policy are subject to judicial action as individuals, as well as, sanctions levied against the organization.

#### Office of Residence Life

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Moon Township, PA  
15108-1189

412-397-5252  
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5. The organization may not charge an entry fee for any meetings or activities occurring within a suite.
6. The organization is responsible for monitoring and regulating visitor behavior within their suite.
7. The organization must adhere to posted fire code occupancy maximums and all other fire safety policies.

All resident students are expected to adhere to all University and Office of Residence Life Policies as outlined on the Robert Morris University Web Page, in the Guide to Residence Living, Student Judicial Handbook, Housing Contract, Terms of Agreement and other University publications. These policies include, but are not limited to Quiet Hours, Alcohol, and Visitation Policies.

**Agreement:**

- The organization shall initiate and maintain on-going communication with the Director of the Office of Residence Life or his/her designee.
- On a limited basis, organizations may paint, decorate, and furnish common area and individual rooms consistent with organizational needs and University policy. Organizations must receive written approval for painting or significant physical modification to the residential area. Said modifications may remain intact on a yearly basis providing full occupancy of the suite. Should University renovation/improvement projects occur within the Organizational suite area, the Organization will be notified to remove any modifications they wish to retain and University renovations will proceed as planned. Organizations must return the suite to its original condition or absorb the costs associated with the University bearing this burden should the group lose organizational suite unit status.
- Organizations may retain a suite on a yearly basis providing that organizational members/new members maintain occupancy of the designated suite and follow proper re-application procedures as requested through the Office of Residence Life. Said suite will remain reserved in the organization's name until such time as the suite is no longer fully occupied.
- Organizations will be afforded the opportunity, according to University policy, to use residential program space for organizational programming and recruitment efforts.
- The organization must receive approval and submit appropriate paperwork for any room assignment changes that occur within the suite.

**The organization understands that should the suite not remain fully occupied, should the aforementioned agreements not be followed, or should occupancy needs significantly warrant such action, that said suite may be relocated or disbanded at the discretion of the Director of Residence Life.**

## Student Organization Housing Application

Name of Organization: \_\_\_\_\_

List, in rank order, your group's three preferences regarding suite assignment (including tower and suite number). **Please note that suites will be granted at the discretion of the Director of Residence Life and based upon availability. Every effort will be made to adhere to your preferences wherever possible, however preferences are not guaranteed.**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Type or print each member's full name and RMU ID number below according to the room assignments requested. Each member must also sign the application. The **Room Selection Credit Cards** of those students listed below must be submitted along with this form for the application to be considered complete.

**Note: Each individual listed on this application is required to have submitted a housing contract and deposit by March 16, 2012. An organizational suite will not be granted if all requestors have not submitted a contract and deposit by this posted deadline.**

Room	Name	RMU ID #	Signature
1			
1			
2			
2			
3			
3			
4			
4			
5			
5			

**Note: The rooms listed above correspond to the room numbers in the suite (1=A51 in suite A5, etc.).**

By signing this request, I/we have read and agreed to the conditions and agreements outlined in the Student Organization Housing Policy. List two individuals of those above who will accept the responsibility of representing the group as Organizational Suite Housing Representatives. These individuals will be the contact individuals between the Organizational Suite and Residence Life.

Name: \_\_\_\_\_ Summer Phone # \_\_\_\_\_

Name: \_\_\_\_\_ Summer Phone # \_\_\_\_\_

***Student Organization Housing Applications must be submitted to the Office of Residence Life on or before 5pm on March 16, 2012.***

Office Use Only	Date & Time Submitted:
	ORL Staff: