



# HOUSING APPLICATION

FOR OFFICE USE ONLY

ACADEMIC YEAR \_\_\_\_\_

HOUSING ASSIGNMENT \_\_\_\_\_

The Office of Residence Life makes all room assignments based on the information you provide on this form. Assignments are made in order of the date the student deposited to the University. We will make every effort to honor your preferences as space permits. Please complete the information below and review the Housing Terms & Conditions located on the back of this form.

THIS APPLICATION IS FOR: **FALL** \_\_\_ **SPRING** \_\_\_ **SUMMER** \_\_\_

## PERSONAL INFORMATION

Name: \_\_\_\_\_ Major: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Last, First Middle Street City State Zip

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Birth Date MM/DD/YYYY \_\_\_\_\_ Major \_\_\_\_\_ Athlete Yes \_\_\_ No \_\_\_

Freshman Student: Yes \_\_\_ No \_\_\_ Transfer Student: Yes \_\_\_ No \_\_\_ Graduate Student: Yes \_\_\_ No \_\_\_  
 Male: \_\_\_\_\_ Female: \_\_\_\_\_

## HOUSING PREFERENCE

Please rank your top three housing preferences (1 being the highest). Residence Hall descriptions can be found inside this booklet.

Freshman Housing:	Upper-Classman Housing:	_____ Simmons Hall	Rental/Graduate Housing:
_____ Crudup Hall	_____ East Hall	_____ Virginia Hall	_____ 600 Washington St*
_____ VanHoose Hall	_____ Guest House	_____ Wilkes Hall	_____ Senior Hall*
_____ West Hall	_____ North Hall	_____ Yonah Hall	*Premium rates will apply
		_____ Parklane Apts*	

## ROOMMATE PREFERENCE

In order for Residence Life to find you the best possible match for a roommate, please fill the following section out as honestly as possible. We do NOT guarantee that roommate matches will be perfect; this is only a tool to help in the process of assignment.

Roommate Preference: \_\_\_\_\_ *(Only mutual requests with available space can be honored.)*

Sleeping Habits:	1 Early Bird	2	3 Stay up occasionally	4	5 Night Owl
Room Condition:	1 Very neat	2	3 Clean at least once a week	4	5 Cluttered & always messy
Room Decoration:	1 Just a little	2	3 Some neat decorations	4	5 The more the better
Study Habits:	1 Total silence	2	3 Study in a variety of ways	4	5 Music/TV when I study
Outgoingness:	1 Shy	2	3 Evenly social	4	5 Extremely outgoing
Communication:	1 Difficulty expressing my views	2	3 Think before I speak or react	4	5 Openly express my views

What is your biggest pet peeve? \_\_\_\_\_

Do you have any special housing needs that Residence Life needs to know about? Yes \_\_\_ No \_\_\_

If yes, please describe: \_\_\_\_\_

Do you smoke? (All Brenau University's facilities are smoke-free) Yes \_\_\_ No \_\_\_

I certify that I have read Brenau's Housing Terms & Conditions located on the back of this form and that the information I have provided is accurate to the best of my knowledge. I understand that this Housing Application in no way guarantees a particular room or roommate and I further understand that falsifying any information can result in my removal from Brenau University in accordance with the Brenau Honor Code.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## HOUSING TERMS & CONDITIONS

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### 1) ELIGIBILITY FOR UNIVERSITY HOUSING

- a) All regular full time undergraduate students, except those whose legal place of residence is with a legal guardian within the fifty (50) mile radius as defined by the University Admissions Office; or who is a senior with 90+ academic hours completed; or who have reached age twenty-one (21) as of the final drop/add date of the fall semester, are required to live in the University provided housing.
- b) The Student must comply with all policies and procedures listed in this Contract, the Student Handbook, and the University Catalog, and including any adopted and published during the term of this Contract understanding that University Housing is a privilege not a right.

### 2) TERMS

- a) The duration of this Contract is for one academic year consisting of two semesters, from the first day of the Fall Semester until the last day of the Spring Semester.
- b) It is for a space in University Housing and not for a specific bed, room, hall or house.
- c) The Student must be enrolled for and maintain a minimum of twelve (12) undergraduate or nine (9) graduate hours each semester in order to be eligible for a space in University Housing. Proof of course enrollment is required for returning students.
- d) The University reserves the right to refuse admission or readmission to University Housing if the Student fails to meet University admission requirements or if the Student is in violation of University policies or regulations.
- e) The University will terminate this Contract for the following reasons:
  - i. Failure to pay the room costs as outlined by the University Business Office;
  - ii. The Student's mental or physical health renders the Student unqualified for community living;
  - iii. Or violation of the Student Handbook, University Catalog, and/or any housing policies and regulations as stated in this Contract, whether such policies and regulations be now in effect or later enacted after due notice thereof.
- f) The Student may terminate this Contract for the following reasons;
  - i. Graduation;
  - ii. Or failure to enroll for any semester or session of the contracted period;
  - iii. Or register for less than 12 academic hours.
  - iv. Documentary evidence may be required by the University to show cause for cancellation.
  - v. Refunds of room costs will be made only under the conditions set forth by the University Business Office.

### 3) THE STUDENT UNDERSTANDS THAT:

- a) An upper-class Student residing in a room by herself agrees to pay an additional single room fee or will move in with another student. Single room fees are determined yearly by the University.
- b) Freshmen students are not allowed to reside in rooms by themselves.
- c) A student who finds herself in a double occupancy room by herself will keep the room ready to accept a roommate at any time and understands that it is her responsibility to keep (½) half of the room clean and cleared of personal property.
- d) The Student may be required to pay charges for unauthorized or alterations for rooms, furnishings, equipment, or buildings, and for special cleaning necessitated by improper care.
- e) The Student understands that smoking of tobacco products is strictly prohibited in all University Housing.
- f) The University has the right to take possession of any personal property left in a student's room. The University has the right to remove and store the property at the owner's expense. The University shall have the right to give away or sell the property at public or private sale or dispose of accordingly.
- g) The University's acceptance of an application, contract and advance room payment does not guarantee an assignment. Assignments are given on a first-come, first-serve basis.
- h) Brenau University encourages educational, social and cultural diversity within University Housing. Therefore, room and roommate assignments are made without regard to handicap, race, orientation, creed or national origin.
- i) If the Student fails to occupy her room within twenty-four (24) hours after the first day of classes, the room assignment may be cancelled unless proper notice of late arrival is given to the Dean of Residence Life.
- j) The Student must make arrangements for long distance telephone service.
- k) Personal electrical equipment authorized for use in individual rooms includes TV sets, stereo equipment, radios, computer equipment, microwaves not exceeding 700 watts, and refrigerators not exceeding 4 cu. ft. Other electrical equipment is acceptable provided such devices do not exceed the amperage limits of circuits, or create a hazard due to the manner by which they are connected, except for the prohibitions noted in (l) below. Personal microwaves and refrigerators are not allowed in ADP, AXO, DDD, PM, or ZTA houses.
- l) Due to fire regulations, the following are mandated by the Gainesville Fire Marshal (see Student Handbook for a complete list):
  - i. Extension cords are prohibited;
  - ii. Multi-plug outlets require surge protection and must be hung 18 inches from the floor;
  - iii. The use in individual rooms of open-coil or open-plate devices such as hot plates, halogen lamps, coffee pots, space heaters, sun lamps, and toasters is prohibited;
  - iv. Prohibits the use of open flame or ember devices such as candles, incense or oil lamps;
  - v. The use of electric Christmas lights is prohibited;
  - vi. No live Christmas trees are allowed;
  - vii. All approved combustible materials (paint, paint thinner) must be stored in a metal box in a well ventilated area; and
  - viii. Sprinkler pipes and heads can not have anything hang from them and must have a 24 inch clearance.
  - ix. The sounding of false fire alarms and tampering with fire fighting or safety equipment to include extinguishers, smoke detectors, hoses, exit signs, door and fire alarm systems is prohibited. Such offenses are subject to prosecution in civil courts, removal from University Housing, and are cause for separation from the University.

## AMENITIES & ROOM FURNISHINGS (All rooms have the following items)

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Standard Twin Size Bed  
Dresser Drawer Desk  
Chair  
Closet

Window Blinds  
Central Heating/Air  
Local Telephone Service Jacks

Voicemail  
Cable Television Outlet  
High Speed Internet Connection

## FRESHMAN HOUSING

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### Crudup Hall

Crudup Hall is located next to Owens Student Center and is connected to VanHoose Hall via a shared lounge on the first floor. All rooms in Crudup house two students and every two rooms share a bathroom. There are several rooms that can house three people and there is an ADA accessible room on the first floor. Crudup has two floors. The first floor has the very large lounge which is shared with VanHoose, the laundry facilities and the Resident Assistant's office. The second floor has a small computer lounge. Students enjoy using the large porch of Crudup that has rocking chairs for enjoyment of all students. There is no elevator in this hall.

### VanHoose Hall

VanHoose Hall is located directly behind Crudup Hall and is connected to it via the shared lounge. All the rooms in VanHoose house two students and every two rooms share a bathroom. There are two floors to VanHoose but at the back of the hall on the ground floor is the university's Child Development Center. The laundry facility is located on the second floor. VanHoose residents utilize Crudup's computer room and front porch. There is no elevator in this hall.

### West Hall

West Hall is located at the corner of Boulevard and Academy Street. West Hall is located next to the Tea room across the street from the library. All the rooms in West house two students and every two rooms share a bathroom. There are two floors to West. The laundry facilities are located on the first floor.

## UPPER-CLASSMAN HOUSING

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### East Hall

East Hall is situated between Bailey Second and Yonah Hall. It is accessed off the small lounge on Bailey First. This is a small hall which houses a maximum of 14 women. There are single, double, and triple rooms on this floor with some shared bathrooms and some private bathrooms. These rooms vary greatly in size and have wonderful large windows. The residents of East Hall utilize the laundry, kitchen, lounge, and computer areas of Bailey Hall. There is no elevator in this hall.

### Guest House

The Guest House is located on Prior Street next to the Annex. There are two floors with most rooms on the second floor. The first floor has a kitchen, living room, dining room and laundry room. There is a computer in the living room. Most rooms are double occupancy. There are a few single rooms. This house has community style bathrooms.

### North Hall

North Hall is located above the Graduate Admissions & Early College offices and adjacent to West Hall. Like West Hall, it is centrally located on campus, next to the library and the tea room. North Hall and West Hall share some amenities, such as a lounge area, laundry facilities and access to a kitchenette. North Hall is primarily set up for two students to share a room. The second floor of North Hall has community bathrooms while the rooms on the third floor of North Hall enjoy suite style bathrooms.

### Parklane Apartments

Located on Brenau's main campus, Parklane Apartments is within easy walking distance from classrooms, library, dining services, bookstore and Gainesville's downtown merchants and restaurants. Each apartment consists of a kitchen with appliances provided, two separate bedrooms, a living room and a dining or study room. Four students will be assigned to each apartment (two persons share each of the two bedrooms). Furniture provided by Brenau University for each apartment includes four twin beds, four chests of drawers and four student desks with chairs. Any other furniture is the responsibility of the students. Amenities include utilities, local telephone, internet service and laundry facilities.

There is a premium of \$650 per semester that **ALL** students residing in Parklane must pay in addition to their customary room & board fees. Any student requesting a private room in Parklane must also pay an additional premium of \$950 per semester (thus \$650 for Parklane premium + \$950 for the single room = \$1600 per semester) to occupy a double room as a single.

Parklane is not available as a freshman housing option.

### Simmons Hall

Simmons Hall is located next to Crudup and houses mainly senior students. An older house that was added to, the rooms and bathrooms vary greatly throughout this hall. Most rooms are singles but have common bathrooms. Some rooms do have double occupancy. There is a kitchen, laundry, and computer room in this hall. There are nice common areas that can be shared by all. There is no elevator in this hall.

### Virginia Hall

Virginia Hall is located in front of Thurmond-McRae Lecture Hall. It is the university's most recent renovated facility. The rooms in Virginia Hall are all double occupancy with two rooms sharing a bath. On the first floor is a lounge with a small kitchen and study area. Laundry facilities are also located on the first floor.

**Wilkes Hall**

Wilkes Hall is located above the dining hall and is accessed by the elevator in the Yonah Lobby. The rooms are designed for two students and every two rooms share a bathroom. The rooms are large but vary in size. The second floor has a large kitchen and laundry room. Students can utilize the computer room in Bailey Hall by going through East Hall into Bailey.

**Yonah Hall**

Yonah Hall is located above the dining hall and is accessed by the elevator in the Yonah Lobby. The rooms are designed for two students and every two rooms share a bathroom. The rooms are large but vary in size. The second floor has a large kitchen and laundry room. Students can utilize the computer room in Bailey Hall by going through East Hall into Bailey.

**RENTAL/GRADUATE HOUSING**

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**600 Washington Street & Senior Hall**

Brenau has apartment-style housing available for students who are 22 years of age or older or students who are 22 by the add/drop date for the semester with a CGPA of 3.0 or better. Students living here will be classified as commuters – this means that they will not be on the board plan. Residents will have a lease from August – May and are required to put down a security deposit, equivalent to the first month's rent, with the University Accounting Office once the lease is signed.