



College of Micronesia-FSM  
**Student Residence Hall Application and Agreement**

National Campus, P.O. Box 159, Kolonia, Pohnpei FM 96941  
 (691) 320-2445, 320-4688, 320-2480 extensions 162 and 163  
 E-mail [gomar@comfsm.fm](mailto:gomar@comfsm.fm)

**For RH Office Use Only**

Appl Rec'd \_\_\_\_\_  
 Staff Initials \_\_\_\_\_  
 Others \_\_\_\_\_

Please complete all sections of the application and agreement form. Failure to respond to a section may cause a delay in your assignment. Submit completed application and agreement form with the \$50.00 residence hall security deposit fee.

Entering  Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_ Gender  Female  Male

Please indicate your student status during entering semester  Freshman  Sophomore  Junior  Senior

Campus  National  CTEC Pohnpei Degree and Major \_\_\_\_\_

Name (Last Name, First Name, Middle Name)

Home Address (Street or P.O. Box, City or Municipality, State, ZIP Code)

Date of Birth (MM/DD/YYYY)

Social Security Number

Citizenship

State of Origin

Home Phone

Mobile Phone

Email Address

**Emergency Contact Information**

Name

Relationship

Address (Street or P.O. Box, City or Municipality, State, ZIP Code)

Home Phone

Mobile Phone

Email Address

**Others**

Do you have any special health related difficulties, conditions, or allergies?

No  Yes. If Yes, please explain:

**Please read carefully the attached COM-FSM Residence Hall Agreement before signing**

I accept the terms and conditions of the COM-FSM Residence Hall Agreement including RH policies and procedures. I understand that by signing the agreement, I am personally (jointly and separately) responsible for compliance with all of the terms of the agreement including RH policies and procedures.

Signature of student

Date (MM/DD/YYYY)

Signature of parent/guardian if student is under 18:

**NONDISCRIMINATORY POLICY**

The College of Micronesia-FSM (COM-FSM) complies with Title VI of the Civil Rights Act of 1964, sections 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Title IX of the Education Amendments of 1972. The college does not discriminate on the basis of race, color, ethnicity, national origin, age, religion, veteran status, disability, sex, gender, gender identity or sexual orientation in its programs and activities, including admission and access.

**RESIDENCE HALL STAFF USE ONLY**

PLEASE CHECK if documents were received:

- Receipt, \$50.00 RH security deposit, or OR \_\_\_\_\_
- Health Examination Form
- Signed RH Agreement Form

Room Assignment \_\_\_\_\_

Student is given room key  Yes  No

Student is given RH orientation  Yes  No

Other Notes \_\_\_\_\_

**ACCREDITATION**

The College of Micronesia-FSM is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

## Residence Hall Agreement

This **Residence Hall Agreement** ("Agreement") is entered into by and between the **College of Micronesia-FSM** ("college"), and \_\_\_\_\_ ("student"). In consideration for a residence at the college for \_\_\_\_\_ semester(s) of the academic year. Student agrees to abide by the following terms and conditions:

### 1. Definitions

For purposes of this Agreement, the following terms have the following meanings:

A. **Residence Hall.** All portions of a building, as well as its immediate outside surrounding on or off campus, made available by the college for student living accommodations.

B. **Common Areas.** Lobbies, lounges, stairwells, hallways, laundries, bath and shower rooms, walkways, lawns, and parking areas.

### 2. Term of Agreement

This Agreement governs the above academic semester(s) and is not transferrable except to room assignments made by the college. This Agreement will immediately terminate in the event of student's withdrawal, suspension or dismissal from the residence hall or the college. Student agrees in any such instance to vacate the residence hall at the time set by the college, not to return without the express written approval of the college or the return under penalty of trespass.

### 3. Charges

A. **Room Fees.** Room fees are based upon college policy. Student agrees to consult the college's Business Office for student's specific fees, room deposit, and refund policies. Such policies and schedule of fees and deposits are incorporated herein by this reference.

B. **Security Deposit Fee.** Student agrees to pay a security deposit of \$50.00 prior to taking position of a room. This security deposit will be returned to the student upon termination of the Agreement, if at such time: (a) student's room and common areas of the residence hall are found in the same condition as when the student first took possession, normal wear and tear excepted; (b) if the student has settled in full all accounts and debts owing to the college, including, but not limited to, all charges, costs, assessments, fees and fines.

C. **Room and Common Area Assessments.** Student agrees to pay for all loss or damage, normal wear and tear excepted, that the college determines the studnets caused to the floors, walls (including tacks, nails and tapes), windows, ceilings, fixtures, plumbing, electrical wiring or other college properties in the residence hall. If the college cannot determine who caused such loss or damage, student agrees to pay to the college the labor and material costs of such repair and cleaning, prorated as deemed appropriate by the college among, if a room, each resident of the room, or if a common area, each resident who uses that common area.

### 4. Room Assignments

The college reserves the right to make all room assignments and reassignments as it may reasonably deem in the best interest of the college. Student agrees not to change his or her room assignment without the approval of the college.

### 5. Academic Requirements and Prohibited Conduct

While a resident, student agrees to remain as a full-time student in good academic standing at the college. Student agrees to behave with proper regard and mutual respect for other students, residents, guests, residential staff, other college personnel, residence hall neighbors and their respective property. Student further agrees while in the residence hall not to engage in conduct prohibited by the college and residence hall policies and procedures, and, in particular, not to:

- A. Use, consume or possess alcohol or unlawful drugs;
- B. Smoke in the residence hall

- C. Use offensive, derogatory or vulgar language towards the residence hall staff or other college personnel;
- D. Remove college furniture from its assigned room or reomove screens from windows;
- E. Alter or tamper with any wiring in the residence hall, or install or maintain any temporary wiring.
- F. Keep any pets, animals, or other items deemed by the college to be a nuisance.
- G. Throw left over food, water, or other material thay may cause extraordinary cleaning or damage to the inside or outside of a residence hall.
- H. Tamper in any way with fire alarms, hoses, extinguishers, smoke detectors or emergency exits.
- I. Possess or store any weapon or any thing designed or used for inflicting bodily harm or physical damage, including but by any means not limited to knife, sling shots, BB guns, air guns, firearms, and others.
- J. Cause any unreasonable volume of music or noise.

### 6. College Access to Rooms

The college reserves the right to regulate the use of the residence hall in accordance with the policies of the college. Inspection may be held without prior notice to or consent from the student to ensure compliance with those rules and regulations. The college shall have the right of access to all rooms for the purpose of making routine or emergency repairs as necessary without prior notice to, or consent from, the student.

### 7. Keys

Student agrees to use all due care in maintaining key to assigned room, and agrees to reimburse the college for all costs, such as key and lock replacement, associated with student's loss or misuse of key.

### 8. Process for Determining Violations of this Agreement

The in-charge of the residence hall will define the alleged violations of this Agreement, and student agrees by those processes. Student further agrees that student's appeal of such determinations must be filed in writing with the VP for Enrollment Management and Student Services (VPEMSS) within 24 hours after the student receives oral notice of such decision; that any further hearing on such appeal may be held at the discretion of the VPEMSS.

### 9. Remedies for Violation of this Agreement

Student who breaches this Agreement agrees that, in addition to immediate termination of this Agreement, student may be subject to one or more of the following sanctions: reprimand; probation; work or service requirement; restitution; fine; forfeiture of security deposit fee; suspension or dismissal from the residence hall; referral for discipline under the college policy; referral to legal action; and such other action as the college deems appropriate.

**I have read and understand this Agreement. By my signature below, I agree to abide by all of its requirements, terms and condition.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature if student under 18 years

\_\_\_\_\_ Date \_\_\_\_\_

### Nondiscriminatory Statement

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