

**ROCKHURST UNIVERSITY
STUDENT HOUSING
2026-2027
CONTRACT PACKET**





ROCKHURST UNIVERSITY STUDENT HOUSING CONTRACT PACKET

PLEASE READ THIS DOCUMENT CAREFULLY AND COMPLETELY

UNIVERSITY HOUSING

The Office of Residence Life endeavors to provide a safe, inclusive, and nurturing environment for all our on-campus students. Through intentional programming, support and assistance by live-in staff, and interactions with Residence Life and other Rockhurst staff, living on campus provides students with opportunities to make meaningful connections with others, grow their independence and personal responsibility, further develop their values, and act in ways congruent with their values.

There are four types of residential facilities located on campus, including traditional residence halls, Townhouse Village (THV), Rock Row (Rockhurst Row houses), and Kateri Community (Intentional Living Community). Each provides a different form of group living. Generally, all incoming, first-time college students are housed in Corcoran or McGee (traditional-style residence halls). THV, Xavier-Loyola Hall, Rock Row, and Kateri Community are reserved for returning and upper-class students.

The Office of Residence Life will honor student preferences for housing assignments to the extent that, in the exercise of its discretion, doing so is reasonably practical. If space in the preferred location is not available, the Office of Residence Life will assign the student to an alternative residence. The student will be responsible for the prevailing rate of his or her assigned space.

RESIDENTIAL LIVING REQUIREMENTS

Rockhurst University has a residency requirement that all full-time students must live on campus or with their parents/legal guardians (where they lived during high school) unless they meet one or more of the following conditions:

- Students classified as juniors who have completed 60 hours post high school with at least a "C" average or who have lived on campus for four semesters
- Students who are age 23 or older
- Students who have completed active, full-time military service
- Students who have a spouse or dependents living with them

Residency includes participating in a full meal plan (either the 300 block + \$200 flex or the 235 block + \$200 flex meal plan) offered by the University food service for both fall and spring semesters if the student resides in one of the traditional residence halls. THV residents are required to have at least a 120 block + \$450 flex dollar meal plan. Kateri and Rockhurst Row residents have the option to choose any or no meal plan.

New, first-time college, first year and second year students (including transfer students who do not meet the 60-credit post high school criterion) must submit either a Residency Exemption form or a Housing Contract. All first-time college students and second-year students who do not return either form will be assigned to University Housing until the University receives confirmation that the student is living with a parent or is otherwise exempt. Students will be subject to a prorated housing and meal plan if confirmation is received after the start of the academic year. If there are special circumstances related to a residency exemption request, students are to contact the Office of Residence Life for counsel. There is no Housing refund after the fourth week of classes for any given term.

New, first-time college students who are living on campus are required to have a roommate and cannot request a private/single room unless they have an accommodation approved by the University through the Student Accessibility Services. If an assigned roommate withdraws from the university and a new, first-time student ends up in a room alone, the university reserves the right to reassign another resident to the room or reassign the student without a roommate to another room.

VACCINATION REQUIREMENTS

As a student who will be residing in any on-campus residential facility, you must comply with the current immunization practices as recommended by the American College Health Association and the Center for Disease Control and the University. Students must submit vaccination information online at www.rockhurst.edu/health-information-services under Vaccination Records.



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The **Required Vaccinations** include:

- Documentation of two MMR's (measles, mumps, rubella) or a serum screening titer verifying immunity to Rubella
- Documentation of the meningococcal (Meningitis) vaccination OR a signed waiver (which we will provide) stating that you have received the educational information and have decided not to have the vaccination.
- All students must be screened for Tuberculosis (TB). All identified at-risk students must be tested. All positive tests must be treated.

The **Recommended Vaccinations** include:

- Tetanus booster within 10 years of admission (strongly recommended for all adults)
- Varicella vaccination (if there is no childhood history of chickenpox)
- Hepatitis B vaccination (all incoming college students)
- COVID Vaccinations

The University reserves the right to change or modify its vaccination requirements. Failure to comply with vaccination requirements may result in immediate eviction from any University housing. Terms and Conditions

OCCUPANCY

The student agrees that occupancy **covered by this agreement includes the academic year (August through May) that begins with the semester indicated on the Housing Contract and ends with the last day of the spring semester** or when the student graduates or leaves campus to study abroad, whichever is earlier.

ROOM AND BOARD CHARGES

The student agrees to make payment as shown below. The University reserves the right to change these rates without notice. All residents living in McGee, Corcoran and Xavier-Loyola must purchase either a 300-block meal plan or a 235-block meal plan at the beginning of each semester. Kateri and Rockhurst Row residents may choose any of the meal plan options but are not required. THV residents must have at least a 120 block + \$500 flex dollars meal plan.

Room Rates (per person)		
Renovated Halls: McGee, Corcoran		
Single Room (has own bathroom)	Double Room (two students per room, communal bathrooms)	Private Room (one student per room, communal bathrooms)
\$5240/semester	\$3,580/semester	\$4,895/semester
Traditional Hall: Xavier-Loyola		
Single Room (has own bathroom)	Double Room (two students per room, communal bathrooms)	Private Room (one student per room, communal bathrooms)
\$4,740/semester	\$3,180/semester	\$4,340/semester



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Townhouse Village 9-month contract			
1 bedroom/2-person	2 bedroom/4-person	3 bedroom/6-person	2 bedroom/6-person
\$4,985/Sem	\$4,815/Sem	\$4,815/Sem	\$4,118/Sem
Rockhurst Row Houses 9-Month Contract			
\$4,905/Sem			
Kateri Community			
Single Room	Double Room		
\$4,855/Sem	\$4,390/Sem		

All rates are per person.

- Single rooms include a bathroom and are based on first come first serve. Freshmen/ First time college students may not apply for a single room. Single rooms are very limited.
- Private rooms are a double occupancy room assigned to a single person. Private rooms are limited and available to upper classmen/returning students only.
- Freshmen/ first time college students are normally assigned to McGee or Corcoran.
- Transfer students are assigned to McGee, Corcoran, or Xavier-Loyola.

TOWNHOUSE VILLAGE, KATERI AND THE ROCK ROW HOUSES ADDENDA

- Any false information given during the application process will result in the group being disqualified and moved if already placed.
- Residents in the Townhouse Village (THV), Kateri, and the Rock Row Houses agree to additional group application/contract terms as outlined in addenda B and C, which take effect on the date their group is awarded the THV, Kateri, or Rock Row House. Residents who choose to cancel their contract after this date will automatically be charged a \$550 cancellation fee if moving out of the originally assigned unit, moving off-campus, or leaving Rockhurst. A \$325 fee will apply if a student is transferring into a residence hall.
- Be sure of each individual's commitment before submitting the application:
 1. All residents are responsible for maintaining their occupancy as a group for the duration of the contract (9 months) or remaining residents may be moved.
 2. If any individual in the roommate group is graduating in December and departing the university, the other members of the group are responsible for finding another student to fill the vacancy. If a new roommate is found to move into the vacant bed, they cannot be from another THV or Rock Row unit.
 3. If individuals are not able to find a new roommate under the parameters noted in addendum C2, the remaining individuals in the group each agree to pay an increased contract breakage fee as outlined in the table below.

Townhouse Village (9-month contract)			
1 bedroom/2-person	2 bedroom/4-person	3 bedroom/6-person	2 bedroom/6-person
\$2,400.00	\$1,600.00	\$960.00	\$820.00
Rockhurst Row Houses (9-Month Contract)			
\$1635.00			



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SEMESTER BOARD RATES

Students living in a residence hall may choose between 300 block + \$200 flex plan or the 235 block + \$200 flex plans. All plans allow for entry into the all-you-care-to-eat Thomas Moore Dining Hall. Flex points may be carried over from the fall to the spring semester but must be used by the end of the spring semester.

Meal Plan	Rate	
300 Block Meal Plan + \$200 Flex	\$2,738/Sem	Enjoy up to 300 meals at our all-you-care-to-eat dining hall plus \$200 flex dollars to be used at any on-campus dining location and snack vending. (approx. 18 meals/week)
235 Block Meal Plan + \$200 Flex	\$2,298/Sem	Enjoy up to 235 meals at our all-you-care-to-eat dining hall plus \$200 flex dollars to be used at any on-campus dining location and snack vending. (approx. 14 meals/week)

THV Residents: Residents are required to have at least the 120 block + \$500 flex plan, but they may choose the 300 block meal plan, the 235 block meal plan, or the 120 block + \$500 flex dollar meal plan.

Students living in Rockhurst Row Houses, Kateri, and Commuter Students may choose one of the above plans or one of the special plans below:

- **120 Blocks + \$450 Flex Dollars** – Enjoy up to 120 meals at our all-you-care-to-eat dining hall plus \$500 flex dollars to be used at any on campus dining location, or snack vending.
\$1,775.00/semester
- **60 Blocks + \$550 Flex Dollars** – Enjoy up to 60 meals at our all-you-care-to-eat dining hall plus \$550 flex dollars to be used at any on campus dining location, or snack vending.
\$1,232.00/semester
- **30 Blocks + \$300 Flex Dollars** – Enjoy up to 30 meals at our all-you-care-to-eat dining hall plus \$300 flex dollars to be used at any on campus dining location, or snack vending.
\$642.00/semester

PAYMENTS

All room and board payments are made to Student Accounts. The University reserves the right to deny students permission to take semester examinations and/or to withhold semester grades and transcripts if the student does not pay room and board or room damage charges in full, according to the payment schedule in the current Rockhurst University catalog.

FINANCIAL AID AND HOUSING

If a student receives a housing grant or scholarship that includes housing, it is for a double occupancy residence hall room; if a student applies for and/or receives housing other than a double occupancy residence hall room, then he or she will be responsible for the difference. Rockhurst housing grants and scholarships that include housing support cannot be applied toward off-campus housing options.

CANCELLATION POLICY/REFUND POLICY

Students who cancel their contract before the completion of the contract year for any reason will be subject to a cancellation fee. For THV, Kateri, and Rockhurst Row Houses a cancellation fee is applicable the day a student is awarded a THV, Kateri, or Rock row assignment. Residents who choose to cancel their contract after this date will automatically be charged \$550. THV, Kateri, and Rock Row Residents who choose to cancel their contract after this date will automatically be charged a \$550 cancellation fee if moving out of originally assigned unit, moving off-campus, or leaving Rockhurst. A \$325 fee will apply if a student is transferring into a residence hall.

For Residence Hall students, should the student cancel the contract prior to the fall semester move-in date, the student will forfeit any pre-payment. After the fall move-in date, students who cancel will be charged a \$550 cancellation fee.



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Students who cancel their housing contract at the end of the fall semester will be charged the cancellation fee. Semester-end cancellations will result in a \$550 cancellation fee.

Appeals based on extenuating circumstances must be submitted in writing to the Associate Vice President for Student Development. The Associate Vice President's decision on the appeal is final.

REFUND SCHEDULE

The housing refund schedule matches the university's academic refund schedule. No refunds will be made after the fourth week of classes. Please consult the course catalog for the full refund schedule.

BOARD PLAN REFUND

Refunds for the current semester's meal plan (less a \$160 service charge) will be offered when a student meets one of the following conditions: enrollment withdrawal, change from residence hall assignment to THV, Kateri, or Rockhurst Row Houses or complete withdrawal from the residence life system. No meal plan changes can take place after the first week of school. The meal refund schedule matches the university's academic refund schedule. No refunds will be made after the fourth week of classes. Please consult the course catalog for the full refund schedule.

TERMINATION OF THE CONTRACT

The University may terminate this lease when a student leaves the University at any time prior to the expiration of these terms, or for the violation of any Residence Life policy, violation of the Student Code of Conduct, or University policy, or any violation of applicable city ordinance, state, or federal law by providing the student notice of the termination twenty-four (24) hours prior to the effective time of the termination.

Likewise, if the University becomes aware that a student has a record of criminal conviction(s) or other actions indicating behavior that could pose a risk to a person or property and/or could be injurious or disruptive to others residing in student housing, the University may not accept or may terminate this agreement. No room and/or board refunds will be made to a student whose occupancy is terminated.

ROOM CHANGES

Students will be able to change residential assignments during the specified room change period. Students changing assignments without approval from the Office of Residence Life will be billed a \$150 improper room change fee.

Additionally, the University reserves the right to change the housing assignment and requires the student to move to different accommodations when the University deems such a reassignment is necessary.

DAMAGE BILLING

When you check into the room, you should note all observed damages or markings, even the most minor items, on the room condition report. Any damages incurred after check-in (including marks on the outside of the room door, stickers and tape residue on the walls or mirrors, marks on the walls, drawers with broken hinges or chains, broken mini blind cords, etc.) are assessed by the building staff, verified by the Office of Residence Life, and charged to your student account. You must pay these charges to Student Accounts to avoid having transcript requests withheld or registration blocked.

Remember that you are responsible for your room and its condition when you check out, so treat it with care. Students are required to check out of the residence hall following proper procedures and deadlines. At the end of each semester, you must check out immediately after your last final. Failure to check out results in additional charges/fines.

Common Area Damages: Damages to common areas (hallways, lounges, bathrooms, stairwell, exterior of room doors, etc.) will be charged to all residents of a particular wing, floor, or hall unless it can be determined specifically who is responsible. The Resident Director documents all community damages for billing purposes. Damages are posted to the resident's account when the student completes the checkout process from the residence life system for the academic year. If a resident changes rooms during the year, any appropriate room damages will follow the student.



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EARLY ARRIVALS

Early move-in may be granted for students who have a program or commitment that is sponsored by the university. Students who have approval for early arrival will receive information outlining the move-in process.

Students who do not have approval will NOT be allowed to move any items or stay in any Rockhurst residential facility. Students who move in prior to their assigned move-in time and have not been approved for early arrival will be fined and will be charged a daily rate.

LATE ARRIVALS

Students who will be arriving after the first day of classes will need to contact the Office of Residence Life. If you have not contacted the Office of Residence Life by that time, the University reserves the right to move you to another assignment if necessary and such alternative assignment shall not relieve you of your obligations under this contract.

CHECK-IN/OUT POLICY

Students moving in or out of their campus residence are required to check in and check out with a Residence Life Staff member. This includes room change moves. Failure to check in and out properly or in the required time frame will result in the assessment of a \$125 improper checkout fee. Failure to return your room key at the time of check out will result in a lock change fine of \$125.

Damage charges assessed for a student account should be paid to Student Accounts within 10 days of the notification of the amount. All financial commitments (including all 30-day past due billings) must be rectified with Student Accounts prior to the release of semester grades and transcripts.

Students who check out of university housing during the school year for any reason other than graduation or study abroad will be assessed a contract release fee and meal plan cancellation fee. Student Accounts will issue any refund checks after all student accounts have been reconciled.

ABANDONED PROPERTY

Students must remove all personal property from the Rockhurst University residence halls at the time of check out in May, or when terminating the contract. Any personal property that remains in the residence halls following the last day of official occupancy is considered abandoned. In cases where a housing contract is terminated early for any reason, any personal property that remains in the resident's room 10 days after an official notification of contract termination is considered abandoned.

Abandoned property will be removed from the residence hall. The student's account will be billed for all reasonable costs incurred for the removal of the abandoned property. Abandoned property will be stored, at the convenience of the University, for a period of 30 days before final disposition. Students will be charged a reasonable daily rate for storage of abandoned property.

The University will make a reasonable attempt to contact a student via written letter to his or her permanent address and via email to his or her Rockhurst email address to schedule a time for the student to pick up any abandoned property. If a student has not contacted the University within the 30-day period, the University will dispose of the abandoned property.

The University assumes no responsibility for items that are abandoned, and this includes property left in common spaces such as lounges or laundry rooms.

FURNISHING

Room furniture assigned to students at the beginning of their occupancy (indicated on condition card) is not to be removed for any reason from the resident's room, townhouse, or house. Students must furnish linens, blankets, drapes, towels, and other personal items.



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LOFTS

Lofted beds are provided free of charge in all residence halls. Access to the door and windows of the room must be kept free from loft structures; if not, a fine will be assessed to the resident's student account. Rockhurst is not responsible for injury to person or property resulting from unauthorized construction or use of lofts.

ENTRY OF PREMISES

It is the University's intention to ensure privacy in students' premises. The University reserves the right to enter student premises at any time for the purposes of inspecting the premises to determine whether a condition exists that may present a risk to the health or safety of the occupants or others in the student residential community. Additionally, the University reserves the right to enter student premises when an authorized agent of the University has reasonable belief, including but not limited to the following: an occupant of the room may be physically harmed or endangered, the University's property is damaged, a law or University policy is being violated, or maintenance and/or repair is necessary. If practical, the University will not enter a student's room unless accompanied by the student or a second authorized representative of the University.

CONDITION OF PREMISES

The accepted limits of behavior in the residence halls, THV, Kateri, and Rock Row Houses are recognition of the rights and property of others and adherence to the civil law, published Residence Life policies, University regulations, and the Student Code of Conduct (found online and in the Student Handbook). These include but are not limited to the following: an individual or group of individuals may not interfere with the right of residents to the use of their premises for study or sleep; residents may not sublet their room or use their room or building facilities for commercial purposes nor may they structurally modify their room or the building. Unoccupied space is reserved for use by the University. The University does not provide cleaning services for student rooms. It is the student's responsibility to maintain the room in safe and sanitary condition. Consistent with that responsibility, flammable liquids (e.g. gasoline), housing of pets, and the use of sunlamps, hot plates, toasters, extension cords without a surge protector, candles, incense, and other similar devices are not permitted in the residential facilities.

LOSS

All students are responsible for protecting their personal property and for ensuring that property is securely maintained. All students who live on campus should understand that the University is not responsible or liable for the loss, theft, or damage of property maintained by the student while living on campus. Students may wish to obtain renter's insurance for the protection of their belongings.

In the event that the accommodations assigned to the student are destroyed or otherwise made unavailable and the University does not furnish other accommodations in the same or another residential facility, the agreement shall terminate and all rights and liabilities of the parties hereto shall cease and the right of the University to any of the payment previously made by the student shall be pro-rated on the basis of the period for which accommodations were made available to the student.

KEYS

Each resident is issued one key to their room, THV, Kateri, or Rock Row House. In the event that a key is lost, the student must report the loss to the Resident Director/Area Coordinator immediately. A fee (\$125 minimum) to replace the lock will be charged to the resident due to safety and security reasons. Should a student request a lock change for any reason (e.g. theft, loss, etc.), the student's account will be charged. It is against the law for keys to be duplicated for any reason. Possession of an unauthorized room key may result in a fine and/or a referral to the University Discipline System. Should a student be found in possession of any other University key other than their assigned room key, the student will be subject to any sanctions determined by the Hearing Board or Officer.

BREAK HOUSING

In the interest of security, staffing, and energy conservation, residence hall facilities except THV, Kateri, and Rock Row Houses will close during winter and spring breaks. Students in traditional residence halls must request to stay during Winter and Spring breaks. Detailed information for break housing will be sent



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to all residents prior to the beginning of each break period. Remaining in the residence hall at the designated break closing time will result in a monetary fine. Room payments do not cover such periods, so a daily rate will be charged for any unapproved break housing. Not registering to remain over a break period by the stated deadline may result in a surcharge added to the cost of the break housing charge, or denial due to lack of space or staffing.

GRADUATING SENIORS

Graduating seniors who do not live in the Greater Kansas City area are allowed to stay until noon on the day after graduation. Seniors who wish to stay must get approval from the Office of Residence Life by the last day of regular classes, prior to finals.

Keep this contract for your records. Please feel free to contact the Office of Residence Life at 816-501-4663 if you have any questions.



LEAD with courage | LIVE with purpose

OFFICE OF
RESIDENCE LIFE
816-501-4663