

## **2025-2026 Student Housing Contract**

August 22, 2025 to December 20, 2025 AND January 11, 2026 to May 9, 2026

### **1. Purpose**

This contract specifies the terms and conditions for all student housing assignments contracted through Purdue University Fort Wayne Student Housing for the 2025-2026 academic year. This contract is for an assigned space and covers the entire academic year (both fall and spring semesters) or any portion of the academic year remaining at the time this Contract is signed. Residents must execute this contract via electronic signature through the student housing portal. This contract constitutes resident's agreement to reside in Student Housing or a Student Housing contracted space during the fall and spring semesters of the 2025-2026 academic year. This contract may only be cancelled or terminated as stated below. In addition to the terms set forth herein, residents are expected to familiarize themselves with the Student Housing Handbook and comply with all university guidelines and policies available online at <https://www.pfw.edu/sites/default/files/documents-2024/09/Student%20Housing%20Handbook%2024-25.pdf>

Purdue Fort Wayne Student Housing reserves the right to terminate this contract due to the inability or refusal of residents to adjust to the concept and requirements of living in the student housing environment.

### **2. Eligibility**

Resident must be affiliated with the university as an enrolled student at either Purdue University Fort Wayne or Indiana University Fort Wayne. The execution and performance of the provisions of this contract by Purdue University Fort Wayne Student Housing are conditioned upon resident's fulfilling and maintaining the admission requirements, registration requirements, and financial requirements of Purdue University Fort Wayne or Indiana University Fort Wayne. Resident does not become ineligible for student housing, nor is the housing contract otherwise void or terminated if, during the terms of the contract, resident switches from full-time to part-time enrollment or enrolls in online courses. Resident is prohibited from residing in Student Housing or a Student Housing contracted space if suspended, expelled, or otherwise removed from the Purdue Fort Wayne or Indiana University Fort Wayne for disciplinary reasons. Resident will be required to vacate Student Housing or a Student Housing contracted space within 24 hours of

notification of disciplinary sanction or the notification of the outcome of an appeal related to the sanction unless the Director of Student Care and Conduct and/or the Associate Director of Student Housing, or designee, mandates otherwise. A resident who becomes ineligible to live in Student Housing or a Student Housing contracted space for any of the above reasons is subject to the Voluntary Cancellation Fee set forth in the cancellation section.

### **3. Contract Term**

Subject to the terms of this contract, PFW Student Housing agrees to provide housing for the Fall 2025 and Spring 2026 semesters. Fall 2025 begins August 22, 2025 and ends December 20, 2025 at 12pm EST. Spring 2026 begins January 11, 2026 and ends May 9, 2026 at 12pm EST. Exceptions are made for students participating in commencement activities. Housing in between semesters is available based on student need by request. A nightly rate will apply.

### **4. Room Assignments**

Room assignment priority is based on the date of receipt of the resident's application fee (\$250 for new students/students currently living off campus and \$25 for current on-campus students). Returning residents can expect to have a priority deadline each year prior to the end of the spring semester. The new student priority deadline is announced each year and will be publicized via the website and email. All housing contracts must be signed through the housing portal using electronic signature. It is the expectation that when possible (for academic year contracts only) students choose a room for themselves. Room selection for fall bookings will be turned off when occupancy is almost reached. Housing staff will choose assignments for spring only and summer contracts due to occupancy constraints and availability.

In the event Purdue Fort Wayne Student Housing is unable to deliver possession of the assigned unit, you agree to accept assignment to another unit, including off campus contracted housing. The university reserves the right to change room assignments for whatever reason deemed appropriate up to the move in date for a student. Additionally, the university reserves the right to move a resident during the contract for reasons including, but not limited to, alleged violations of the contract, roommate incompatibility, consolidations, unavailability of roommates, or the repair of the physical space.

### **5. Early and Late Occupancy**

Resident is authorized to access their assigned room/apartment on the date and time specified by Student Housing. Resident may request an early arrival or late stay. If Student Housing grants Resident's request, the resident will be charged a nightly rate for the dates of occupancy. This nightly rate will be imposed in addition to any other housing fees the resident is assessed.

**6. Improper Checkout**

Resident agrees to a \$100 fee for failure to properly check out of their assigned space at the end of the contract term or upon cancellation of their contract in the middle of the term. This improper checkout is in addition to other charges that may be accrued for labor of packing, lost keys, etc.

**7. Right to Relocate Resident**

Student Housing reserves the right to relocate resident or otherwise modify the resident’s housing assignment where the circumstances warrant, including but not limited to complete housing renovations, maintenance or construction, to implement public health recommendations, to impose student conduct sanction or supportive measure for resident or another student, to resolve roommate conflicts, or to implement orders issued by state, local, or federal governments. Resident is expected to relocate within forty-eight (48) hours of receiving notice from PFW Student Housing unless Student Housing requests another timeline in writing.

**8. Contract Cancellation**

This contract is for the terms and dates which correspond to this contract. To cancel, students must submit a Housing Contract Cancellation form located on the PFW Student Housing portal. Contract cancellation requests submitted by any other means without the written permission of PFW Student Housing will not be honored or processed. The student acknowledges and agrees that PFW Student Housing reserves the right to assess the following cancellation fees in the event Student Housing agrees to the termination of this contract.

**Contract Cancellations Prior to the Start of Contract**

Students wishing to cancel their contract prior to the contract’s start date will be subject to the following cancellation fees. Student acknowledges and agrees that PFW Student Housing reserves the right to assess the following cancellation fees in the event that PFW Student Housing agrees to the early termination of this contract.

**Current PFW Housing Residents**

<b>Effective Dates – Fall 2025</b>	<b>Cancellation Charge</b>	<b>Contract Owed</b>
Date of Contract Submission through March 30, 2025	\$0	\$0
April 1, 2025 – April 30, 2025	\$300	\$0
May 1, 2025 – May 31, 2025	\$400	\$0
June 1, 2025 – June 30 2025	\$500	\$0
July 1, 2025 – August 21, 2025	\$500	25% of contract plus daily rate the room was occupied

### New Fall 2025 Admitted Students

Effective Dates – Fall 2025	Cancellation Charge	Contract Owed
Date of Contract Submission through August 21, 2025	\$150	\$0

### New Spring 2026 Admitted Students

Effective Dates – Spring 2026	Cancellation Charge	Contract Owed
Date of Contract Submission through January 10, 2026	\$150	\$0

### Contract Cancellation After Contract Start Date

At the start of the occupancy period, a student may be released from this contract early under limited circumstances upon receipt of the Housing Contract Cancellation form and accompanied by appropriate supporting documentation. Contract releases are not automatic. Contract cancellations under this section will be responsible for (1) prorated room charges from the time they took occupancy (move-in date) until move out paperwork is submitted, and keys are returned and/or (2) a termination fee which will result in an additional \$500 charge and (3) owing a percentage of the remaining contract amount. Below is a list of those charges and reasons which would be considered. Other reasons not listed below will be considered on a case-by-case basis. The student may cancel this contract at any time prior to 21 days before the end of this contract.

Result in Prorated Fee	Result in Owning 45% of the Remainder of the Contract and Termination Fee	Result in Owning 60% of Remainder of Contract and Termination Fee	Result in Owning 100% of Contract and Termination Fee
Graduation	Dismissal from the University	Moved out without Student Housing Approval	Removal from housing due to sanction resulting from the Student Conduct Process
Significant Unforeseen Financial Hardship (as determined by the Housing Appeals Committee)	Withdrawing from the University	No Show – Never moved in, but registered for classes	Non-Payment
University Sponsored Program (Study Abroad, internship, or student teaching greater than 30 miles from Purdue Fort Wayne).	Transferring to another Institution		Serious repeated Student Housing conduct violations

Receipt of Military Orders			Failure to submit required immunization records to the university.
----------------------------	--	--	--

All cancellations submitted and processed within twenty (20) days of the end-of-contract will be prorated for the daily occupancy time. Students who do so will be required to pay the full contract amount and will not be responsible for a cancellation fee.

**9. Housing Contract Appeal**

The Student Housing Appeals Committee is a committee that reports to the Executive Director of Housing & Dining Services. A resident may petition the committee in writing to cancel Resident’s housing contract for sudden, unforeseeable extenuating circumstances such as severe medical condition or extreme financial hardship that makes it necessary for resident to obtain alternate housing. Contract cancellations, terminations, or removals based on any university disciplinary actions are not subject to this Housing Contract Appeal process. Resident acknowledges and agrees that the committee has sole and absolute discretion to grant or deny Resident’s appeal. The committee’s decision is final and not subject to further review. If the committee grants the Resident’s appeal, the relief will be a full, partial, or prorated credit of housing fees as of the date that the committee issues its decision.

**10. Abandonment**

PFW Student Housing may determine, in its sole discretion, that Resident has abandoned the assigned space if:

- Resident appears to have moved out;
- The contract term has expired; or
- Resident has not been in the room for five (5) consecutive days while any amount owed under this contract is due and unpaid

If Resident has abandoned Resident’s space, PFW Student Housing may remove and dispose of Resident’s personal property.

Any fees associated with cleaning the room or items left behind may accrue additional charges including but not limited to whole room packing charges, cleaning fees, and improper checkout fees.

**11. Governing Law**

This agreement is to be governed by constructed in accordance with laws of the State of Indiana. If any of the terms and conditions hereof conflict with such law, then such terms and conditions shall be deemed inoperative and null and void insofar as they may be in conflict therewith and

shall be deemed modified and amended to conform to such law. Venue for any action hereunder shall be Allen County, Indiana, and the Resident hereby consents to service and process from such courts.